

NEW

THE SAMSUNG GALAXY TAB^{BOOK}



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WELCOME TO THE **SAMSUNG GALAXY TAB**BOOK

Sleek, versatile and intuitive – it's no wonder Samsung Galaxy Tabs are as appealing as ever for loyal Android lovers. With the full lineup catering to all needs and desires, Samsung ensures every model boasts cutting-edge design, a responsive operating system and all the in-built apps you could want. From personalising your settings to mastering social media, we take you through all the essentials. Understand the best avenues for downloading media and browsing online, capturing images and creating and sharing documents from your Tab device. Updated to include the new Tab A, this newly revised edition will allow you to take your gadget to the next level so you can make the most of your investment!



THE SAMSUNG GALAXY TAB^{BOOK}

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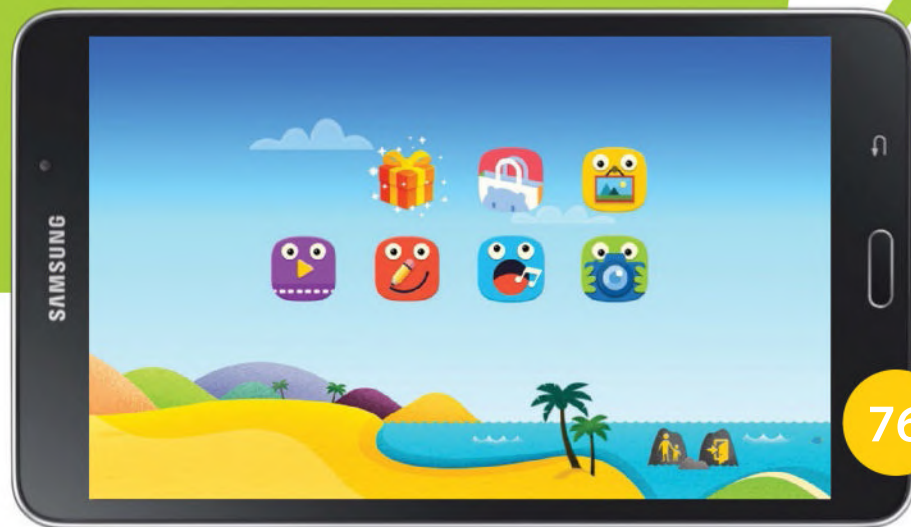
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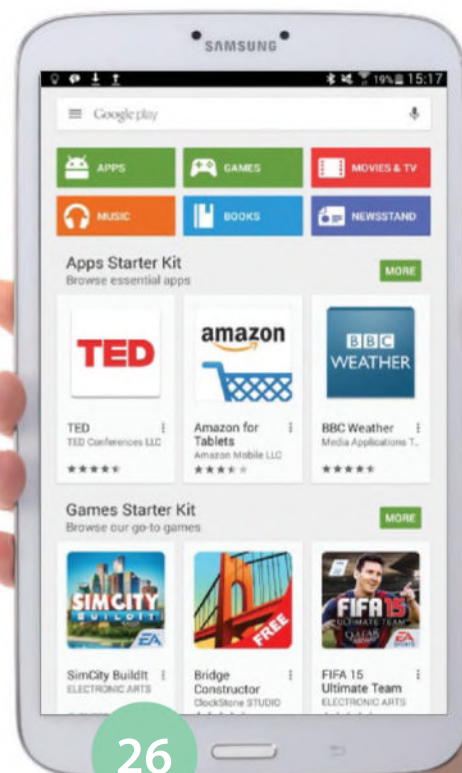
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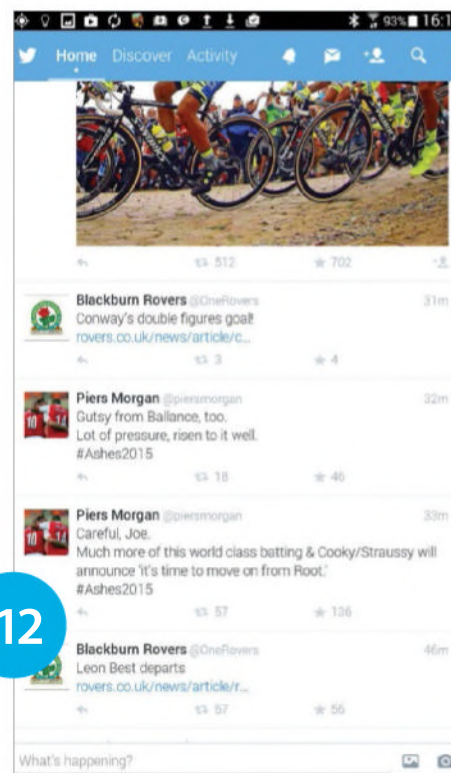
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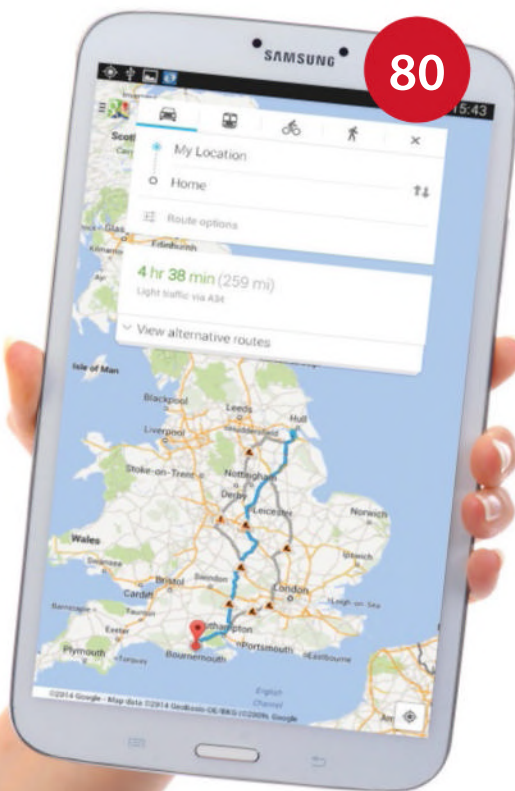
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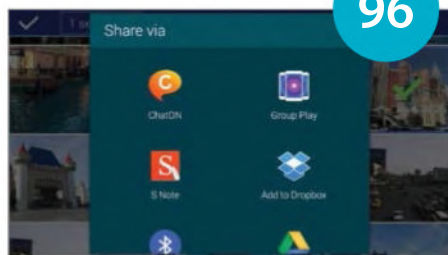


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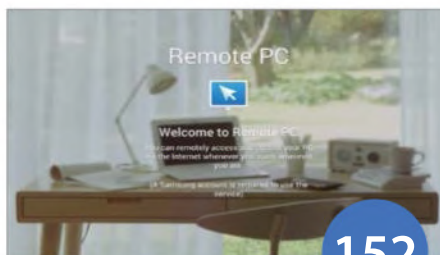


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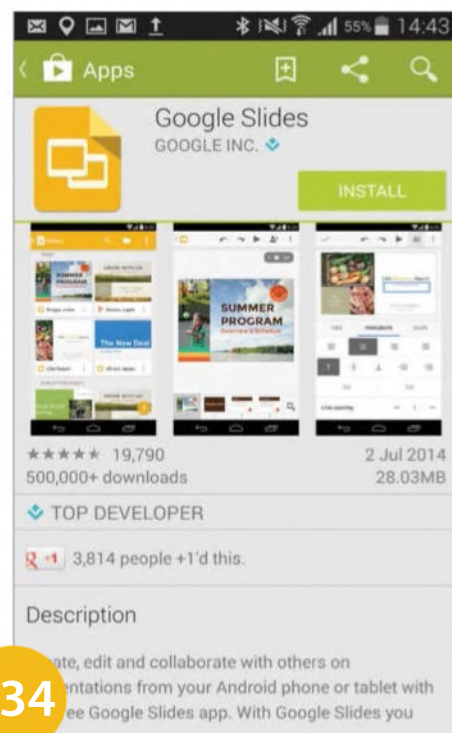
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"Your Galaxy comes with all the apps to aid every area of your life"



Inside your Galaxy

Inside your Samsung Galaxy

The Galaxy range is an ever-evolving, organic behemoth that never fails to impress. Join us as we celebrate the story so far...

The hugely competitive tablet and smartphone market has seen many potential victors come to the fore and many injured casualties disappear. But one brand that you can rest assured will be blazing a trail at the forefront of sleek design and epic technology is the ever-popular Galaxy range by Samsung.

From relatively humble beginnings, this beast has steadily grown to spawn some of the most popular tablets in the world. With each new model comes jaw-dropping design and a super-responsive operating system that boasts features you never even thought you needed until they were placed in the palm of your hand. These include photo modes that capture far more than what you're pointing your device's built-in camera at and motion controls that enable you to interact with your device without actually touching it.

Whatever you want from your mobile device, the Galaxy range encompasses more than smartphones alone. The

Galaxy Tab series provides a fierce rival to the Apple iPad in the tablet sector, while the Galaxy Note series provides a middle ground between the two – on the one hand a smartphone and on the other hand a portable tablet that comes with its own S Pen stylus to make controlling it a breeze.

The Galaxy range is powered by Google's Android operating system, but on top of that Samsung layers its own user interface to provide a more diverse range of apps and a slicker, more effective way of interacting with the device. Known as TouchWiz, this interface is constantly evolving and expanding – just like the Galaxy hardware – to serve up fresh new lip-smacking features that are much more than mere gimmicks. Here you will find out more about this interface, the key devices and plenty of other possibilities that the Galaxy range delivers as we take an in-depth look at Samsung's flagship smartphone and tablet devices.

The history of Samsung Galaxy

The devices that have shaped the Galaxy brand



June 2009 GT-I7500

The original Galaxy sported a 3.2-inch display with a 5MP camera, ran Android 1.5, boasted 8GB of internal storage (and 128MB of RAM) and was powered by a 528MHz Qualcomm MSM7200A CPU.



June 2010 Galaxy S

The Galaxy S used the touch-screen Home and Menu buttons still present today and saw an increase in the screen size (4-inch Super AMOLED), more RAM and Android 2.1.



May 2011 Galaxy S2

A huge hit worldwide, the S2 featured a larger display (4.3 inches), a faster dual-core 1.2GHz Cortex-A9 CPU, an 8MP camera (with a flash) and Android 2.3.4.



May 2012 Galaxy S3

Solidifying the Galaxy reputation, the S3 increased screen size to 4.8 inches (with a resolution of 720x1280 pixels) and boasted a quad-core 1.4GHz Cortex-A9 CPU.



July 2013 Tab 3

The Tab 3's Android 4.2.2 OS runs Samsung's own TouchWiz system alongside Google apps and its 10.1-inch 1280x800 screen is very easy on the eye.



Sep 2013 Note 3

This smartphone/tablet hybrid was a game-changer. Boasting a sleek design, stylus and software geared towards multitasking, the Note 3 has proved a massive hit.



Feb 2014 TabPRO

Samsung's first 8.4 inch Tab has a 2MP front camera, 8MP rear facing camera and boasts the ability to record video in HD. All on an eye-catching crystal clear screen.



May 2015 Tab A

This stylish 9.7" device comes with 16GB of storage, a 5.0MP rear camera (2.0MP front) and a 1024x768 resolution display that is geared towards entertainment.

Understanding your Galaxy device

Samsung's UI takes controlling your device to a whole new level

Highlights

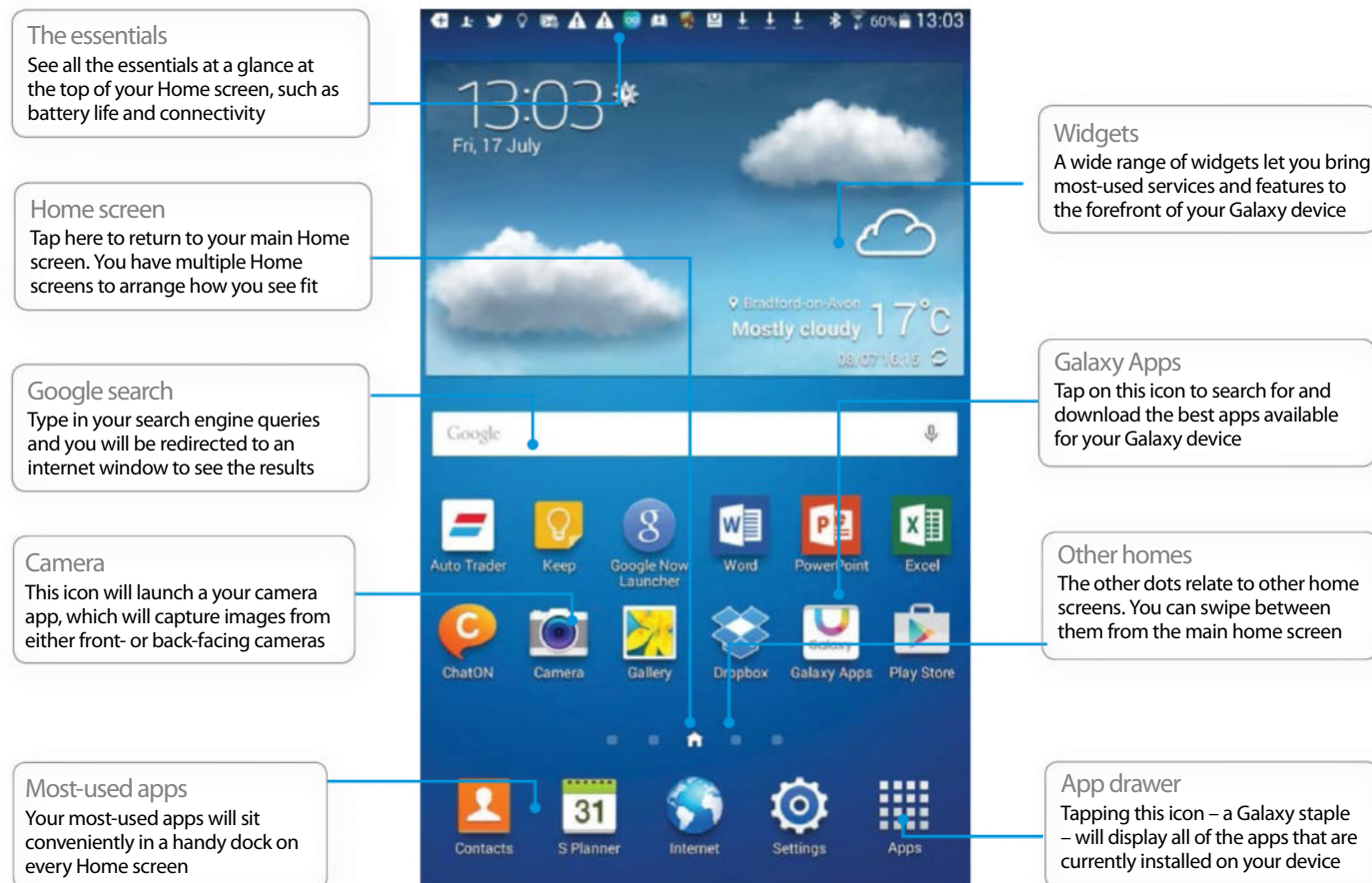
- Gestures for control and interaction
- Quick settings for rapid changes
- Finger scanning for added security
- Galaxy-optimised apps and services
- Widgets on your home screen
- Handy dock for your most-used apps

Samsung Galaxy devices are controlled by a front-end touch interface created by Samsung called TouchWiz. This user interface (UI) differs from the device's operating system (Google's Android OS) in that it relates to how you control and interact with the device, as opposed to what runs and powers the device itself.

Although the Android operating system provides access to a wide range of familiar Google apps and services – such as Maps, Gmail, YouTube and Play Store (for all of your app needs) – Samsung's TouchWiz user interface bolts on additional apps and services to make your Galaxy device even more intuitive and easy to use. These include gestures to help you control your device using motion and hand movements, Samsung-exclusive apps and services such as S Planner, plus an additional source of new apps (including many extra Samsung

apps that don't come pre-installed on the device) in the form of the GALAXY Apps service.

The upshot is that with a Galaxy you get far more control over your device than through the Android operating system alone, and a quick glance at your Galaxy's Settings section confirms this. Here you will find options to control your device with one hand, heightened security measures in the form of Finger Scanner (which lets you perform tasks such as unlocking your device and paying for services through PayPal) and Air View, which lets you preview text and magnify images by hovering your finger over them on the screen. So rather than just supplying the power and tech-specs under the hood, Samsung also provides additional innovation on the face of your Galaxy device to make using and controlling it as natural and effortless as possible.



Get to know the user interface

01 Customisable interface

By pressing and holding on a blank space on your Home screen, you can add widgets or change the wallpaper. Swipe all the way to the right to add extra Home screens.

02 Notifications

Swipe down from the top for quick access to several key settings and to display a rundown of all your recent notifications from a variety of different apps and services.

03 Take screenshots easily

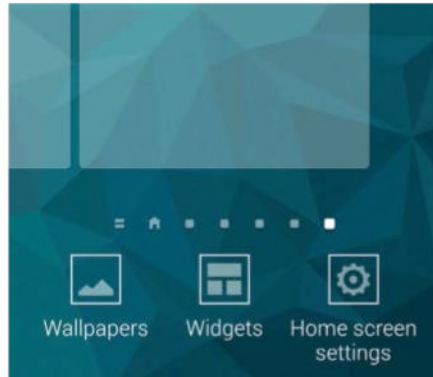
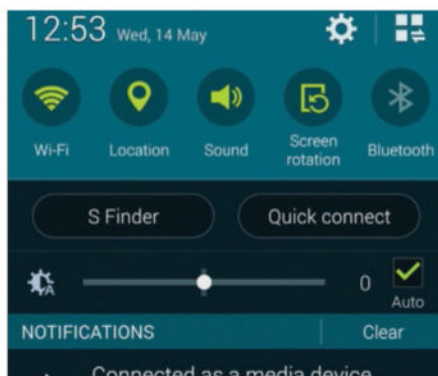
You can place the edge of your hand on the right-hand edge of the screen and swipe to take a screen grab.

04 Motion sensory

The user interface lets you operate useful functions by turning, tilting and tapping the device in certain ways. When browsing the web, for example, tilt forward to zoom in.

05 Get the look

Samsung's TouchWiz interface provides a wide range of eye-catching themes and wallpapers (including animated backgrounds) to help make your Galaxy look great.



06 Recent app switching

On the most recent Galaxy devices, the Menu key has been replaced by the Recents key to allow you to quickly switch between the apps you have used most recently.

07 Active applications

Following on from point six, tap the pie chart icon to see all of your active apps (and how much RAM they use) and get quick options to quit them to conserve power.

08 App management

Open the app drawer and tap the three-dot icon at the top right. You can then manage your apps by uninstalling or disabling them, creating folders and more.

09 Quick settings

Swiping down to access your quick settings and then tapping the grid icon in the top-right corner lets you edit the quick settings that are displayed on your notifications screen.

10 S Finder

Enabling S Finder from your quick settings screen lets you search for content on your device and find more on the web.

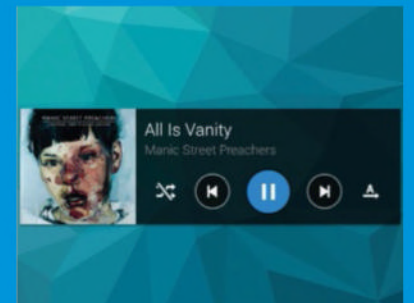
Top apps and widgets

S Voice

Perform tasks using your voice. Start off by saying "Hi Galaxy" or tapping the mic icon and then ask your device all manner of queries for quick, hands-free answers.

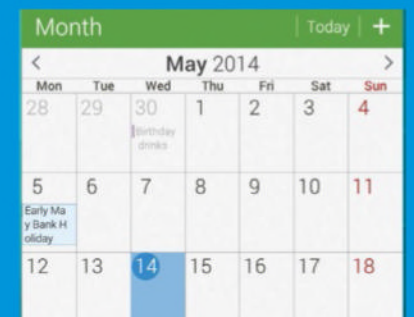
Music

This widget provides easy access to music playback controls – perfect for when you're out running and want to control your tunes without having to break stride.



Group Play

This app lets you connect to other local devices and enjoy group activities such as games and even use feeds from each other's camera to direct the perfect movie.



S Planner

An essential app for managing your life is made better by an accompanying widget that pins your to-do lists and hectic calendars to your Home screen for easy access and monitoring.

What is a user interface?

The way in which you control your smartphone or tablet is referred to as a user interface (UI) and the UI on Galaxy devices has its own name – TouchWiz. Designed by Samsung and exclusive to its devices, the TouchWiz interface makes it easier to control your phone or tablet, giving you intuitive handling of everyday tasks or advanced ones. Through TouchWiz you can also use and create shortcuts to the features you use the most and control your device with both touch and gesture.

Samsung Galaxy Tab Pro

The ultimate luxury hand-held work device

Highlights

- Sharp 2560x1600 WQXGA display
- Ultra-fast 1.9GHz + 1.3GHz chipset
- Internal memory of 16/32GB
- 8M/2M camera with flash
- Sleek and comfortable design

The Galaxy Tab Pro is optimised for comfort and ease of use with its luxurious 10.1-inch WQXGA display. The four million pixel display provides a truly breathtaking viewing experience by providing a sharper, crystal-clear resolution that makes movies come to life.

It is also designed very much with multitasking in mind with an easy, fast and convenient Multi-window on hand to allow you to juggle the tasks you need to perform in your hectic working life. Multi view allows you to open pages simultaneously instead of changing the screen constantly to suit the particular function you are using it for. Here you can work on different tasks at the same time, such as looking up web pages while dealing with documents. Once you have got into the

swing of using Multi-window you'll wonder how you ever managed to live without it.

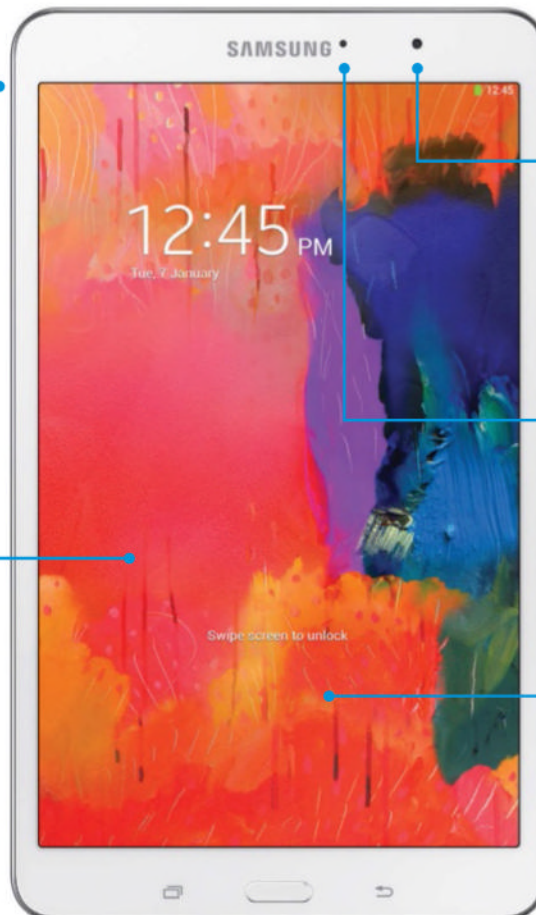
Then there is the design of the device. The Galaxy Tab Pro delivers a classic tablet style that is accentuated by stylish stitched leather finishes, while the slim body makes it easy and comfortable to hold without ever compromising its performance. It fits perfectly into your palm and is much easier to manage and use on the go. Speaking of which, with new features such as Access your PC, E-Meeting and WebEx you can log on to your PC remotely to access important files, share files with your workmates with minimum fuss and engage in quick and easy video conferences whenever you want.

Memory

The device comes with 16/32GB of internal memory as standard which is expandable to 64GB – ideal for storing all of your pictures, music and movies so that you have everything you need to hand when you need it the most

Display

The Galaxy Tab Pro boasts a stunning WQXGA TFT LCD display that features a resolution of 2560x1600 and a colour depth of 16M to really bring your visual entertainment alive. Seeing truly is believing in this case



Cameras

The Galaxy Tab Pro comes complete with a CMOS 8M rear-facing camera and a CMOS 2M front-facing camera. It also boasts a Flash-LED (1EA) to help snap in low light conditions and Auto-Focus to ensure you get the best possible shot

Sensors

The Galaxy Tab Pro features an Accelerometer, Geo-magnetic sensor, Gyro-sensor, Light sensor and Hall sensor, making it a great gaming device that can also adapt itself to whatever conditions you are using it in

Chipset

Housed within the Galaxy Tab Pro is an Octa Core CPU with a speed of 1.9GHz + 1.3GHz Quad. This means that you will never experience any lag with what you are doing on it. As such, it handles multitasking effortlessly

Samsung Galaxy Tab A

A mainstream all-rounder at the lower end of the market

Highlights

- GPS positioning
- Bluetooth 4.1 with LE support
- Dual Band 802.11 WiFi
- ANT+ for fitness device connection
- Quad-core CPU

The Galaxy Tab A is a tablet that sits nearer the lower end of the market. Available in 3 versions – Wi-Fi, LTE and Wi-Fi with S-Pen – the tablet is based around a 9.7" screen with a 4:3 ratio, something that is relatively rare on Android tablets but common to the Apple iPad range. The screen has a resolution of 1024x768, which reflects the entry level price point.

Screen aside, the Tab A packs in a host of features in a well made chassis. It is primarily plastic, as you'd expect, but despite the smooth back and rounded edges it doesn't feel cheap. The ports are all sensibly placed, as are the buttons, which operate with a convincing click. With Android 5.0 Lollipop on board, the implementation of Touchwiz

– Samsung's custom skin – is also pared-down compared to previous versions. The device comes preloaded with a number of Samsung and Microsoft apps (including Microsoft Office), as well as offering added value apps through Samsung's 'Galaxy Gifts' program, including Evernote, which works particularly well with the S-Pen model.

The Tab A isn't a powerhouse, but it is likely to handle everything you throw at it. The quad-core processor is quick and paired with an appropriate amount of memory. In performance terms, the lower resolution screen is actually beneficial, as there are physically fewer pixels to push around. Whether gaming, web browsing or consuming media, the tablet performs just fine.

Cameras

The Galaxy Tab A includes two cameras – a 5 Megapixel camera on the back for photographs and a 2 Megapixel camera on the front for video calls in apps such as Skype

Android Lollipop

The Galaxy Tab A runs Android Lollipop right out of the box and utilises a 1.2GHz quad-core processor with 1.5GB RAM to provide consistently smooth performance. 16GB of storage is included, which is expandable via microSD cards of up to 128GB

Long-lasting battery

Samsung have managed to cram a 6000mAh battery inside the 7.5mm thick frame of the Galaxy Tab A, which is good for 15 hours of internet use, 14 hours of video playback or 178 hours of audio playback

S-Pen

A number of different versions of the Galaxy Tab A are available, including a version with Samsung's S-Pen, which lives in a silo in the device itself – a good option for those wanting to use a fine-tipped stylus on their device

Stay connected

An LTE-enabled version of the Galaxy Tab A is available to help you stay connected, even when you are out of Wi-Fi range. Simply pop in a micro SIM card and you are ready to go



Samsung Galaxy Tab S 8.4

Introducing the ultimate in mobile entertainment

Highlights

- Sharp 1600x2560 WQXGA display
- Exynos 5 Octa chipset
- Internal memory of 16GB
- Up to 12 hours of video playback
- Front- and rear-facing cameras

We have already examined the Galaxy Tabs best suited for business and outside work, but what about a device best-suited purely for entertainment? Step forward the Galaxy Tab S 8.4 – the ultimate in mobile entertainment. As a signal of intent, movies are played with vivid colours, dark shadows and stunning contrast. And to showcase this, the device comes complete with The Hunger Games Movie Pack app, which allows users to download the first two Hunger Games movies for free from Google Play as well as featuring plenty of exclusive content.

With two times the pixels of an HDTV, the screen also keeps everything clear by auto-adjusting brightness levels based on where you are and what you're viewing – so you never have to worry about

manually adjusting the levels to suit your surrounds. Then there's the design of the device itself.

An ultra-thin build with a comfortable design makes this tablet very difficult to put down. Its light weight makes it the perfect travel companion and it connects seamlessly with other Galaxy devices for you to effortlessly share photos and videos from anywhere. Of course, the Galaxy Tab S is also perfectly equipped to meet casual work demands as well as alternative entertainment needs, such as playing music and games.

So if your tablet demands are geared more towards personal amusement rather than all that boring business stuff then kick back and have fun with the Galaxy Tab S.

Dimensions

As it is geared towards entertainment, the tab's lightweight 10.37oz casing means it sits comfortably on your lap. The 8.37x4.94x0.26-inch display means it is a slick device that is easy to transport around with you

Cameras

The Galaxy Tab S features a 2.1MP front-facing camera and a rear-facing 8MP camera. It also boasts a flash, Auto-Focus and 4x Digital Zoom – so you can take great shots anywhere and share them quickly and easily with others

Memory

The device comes with 3GB of RAM to power your entertainment effortlessly and 16GB of storage space. This can be boosted to a whopping 128GB with an external microSD card – plenty of room for your entire movie collection then

Display

The Galaxy Tab S boasts a crystal-clear 1600x2560 pixel WQXGA Super AMOLED touch-screen display – it is the perfect portal for watching and enjoying your favourite movies time and again. Sit back and enjoy

Battery

The Galaxy Tab S comes complete with a 3.8 Volt Lithium Ion 4900mAh battery that provides up to ten hours of internet use, up to 80 hours of continuous music play and, crucially, up to 12 hours of video play time



Samsung Galaxy Tab S 10.5

A premium tablet aimed at the high end of the market

Highlights

- 10.5-inch 2560x1600 display
- 50GB of free Dropbox storage for two years
- Full HD (1080p) video playback
- New metallic sides
- Improved rear camera

Slimmer, narrower and with a thinner bezel, the new and improved Galaxy Tab offers incredible grip for easy handling on the move.

At 300g, it is also lighter, making it easier to ferry around than its predecessors. It features a 10.5-inch 2560x1600 (AMOLED) screen, 2.1MP front-facing camera and 8MP rear-facing camera, and everything is powered by a quad-core 1.9GHz processor with 3GB of RAM that can handle just about anything you throw at it. What's more, if the 16GB of internal storage (which can be boosted to 128GB) isn't sufficient to store all of your photos and files, then the Tab S 10.5 also comes with 50GB of free Dropbox storage for up to two years, which you can access directly from your device with an internet connection.

The Tab S 10.5's large display makes it perfect for video conferencing, and spur-of-the-moment group video sessions with Google+ Hangouts

can be carried out as easily as bumping into someone in the street. Built-in apps such as ChatON also allow you to connect with your friends across devices and platform in a more expressive way, while S Planner remains the best way to keep track of appointments and events. While on the specs side the Tab S 10.5 lacks some of the punch of the Galaxy smartphones, this device is geared very much towards web browsing and entertainment.

The Galaxy Tab S 10.5 also shipped with Android 4.4 KitKat operating system while Samsung's own TouchWiz interface provided several additional convenient enhancements, such as a handy swipe-in dock that you can use to access all of your most-used, key apps. The Tab S 10.5 is a fun, easy-to-use tablet that is perfect for all kinds of tasks and entertainment needs.

Slimmer and lighter

With slimmer and narrower dimensions, plus a thinner bezel (the area around the screen), the Galaxy Tab S 10.5 is easier to hold and much more convenient to carry around with you

Dual cameras

The Galaxy Tab S 10.5 sports a front-facing 2.1-megapixel camera and a rear-facing 8-megapixel camera, which are ideal for hooking up with friends, family and business associates through video links

Crisp display

Sporting a 10.5-inch screen with a resolution of 2560x1600 (AMOLED), the Tab S 10.5 is perfect for surfing the internet. The colour depth of 16M makes watching your favourite movies an altogether immersive experience

Menu button

A built-in Menu button lets you manage your apps, set your wallpaper, perform advanced searches and access your Settings without having to mess around with individual apps and services. Convenience is at the forefront here

Operating system

The Tab S 10.5 shipped with Android 4.4 (KitKat) and a crisp and effortless TouchWiz Samsung user interface layered across the top. A superb range of base apps also cater for all of your entertainment needs





Settings

Galaxy settings let you do anything you want with your device. There are so many options



Welcome to your settings
All of the settings will be categorised in a list down the left of the screen, making it easy to find what you need

Main options
Select a category on the left and the applicable options will appear in the main window to the right

Data usage
Check how much data your apps are currently using on your Galaxy Tab device

A Samsung Galaxy can be as easy to use or as advanced as you want it to be. There is a myriad of apps pre-installed on any Galaxy device and these will give you access to many different functions, but behind all of these is a rich and varied Settings app that gives you the opportunity to customise the device to make it truly your own.

The Connection section of Settings lets you deal with Wi-Fi, Bluetooth and NFC (Near field communication). Plus, you can also beam files to friends via Wi-Fi Direct in an instant. Keep digging and you'll find the Data Usage options (Fig 1), which are handy for monitoring activity on your device and understanding which apps pose the biggest drain. These

features are often useful, but they are not for everyone, so we would suggest taking some time to experiment with everything that is on offer and to only pick the features that you find suitable.

The Battery option in the System section will break down your usage by app and service (Fig 2), and this can then let you adjust

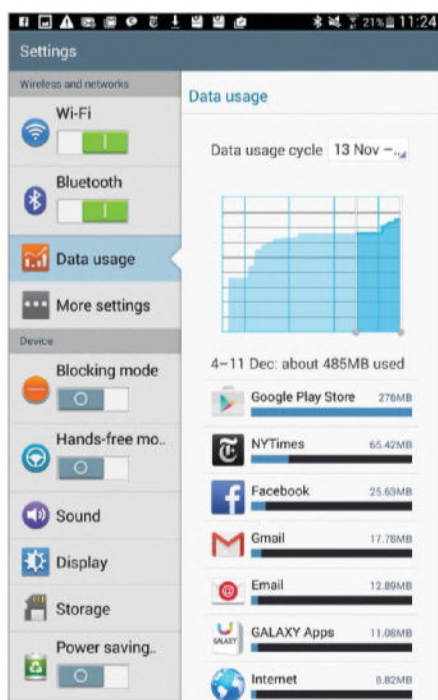


Fig 1: Manage your Galaxy's data usage

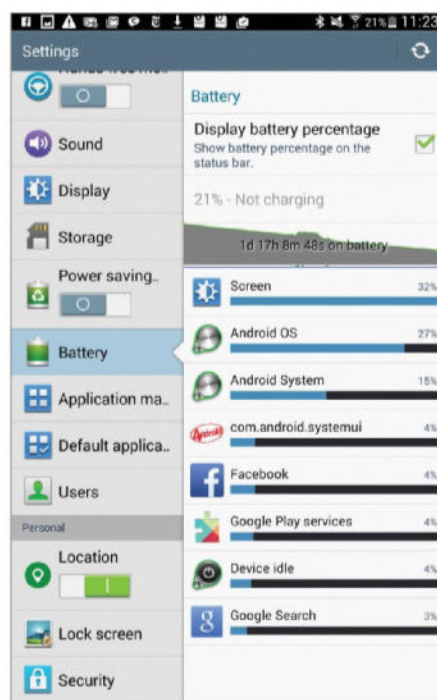


Fig 2: You have full control over the Galaxy battery

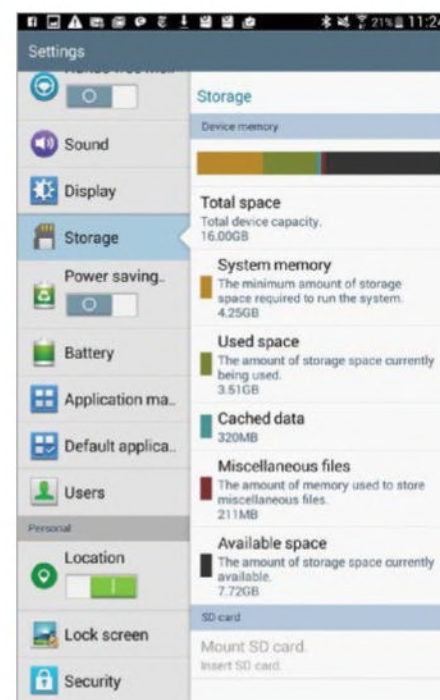


Fig 3: View a breakdown of available storage space

your usage so that you can use your device for as long as possible between charges. The Security option in the System section lets you encrypt data on an external SD expansion card and even your entire device by requiring a password each time you turn it on. When you consider how much personal data you are likely to carry on your Galaxy, these options make perfect sense for any device that is mobile. Storage space can be managed with ease thanks to the useful breaking down of what exactly is using your memory (Fig 3). You

Galaxy device to complete your setup. You can even link your Dropbox account.

As you will discover, the Settings screen is lavishly laid out and presented, with an at-a-glance column of options to the left of the screen (which is broken down into sections such as Personal, Accounts and more). This gives way to the main options for the selected setting in the main window to the right. You may discover that the layout changes with each new system update, but the options that are featured are universal across all Galaxy

"The Settings app lets you customise the device to make it truly your own"

can also update your Galaxy software when changes are available through this useful section – which is good to know when you want to get the latest operating system.

The User and Backup section feels bare in comparison to the rest of the Settings app, but it will give you access to all of the communication you require. You can set up email accounts from multiple providers, activate your most used social networks and even manage corporate accounts through this screen. All of your personal data can be backed up and Samsung also offers a range of online services that work seamlessly with any

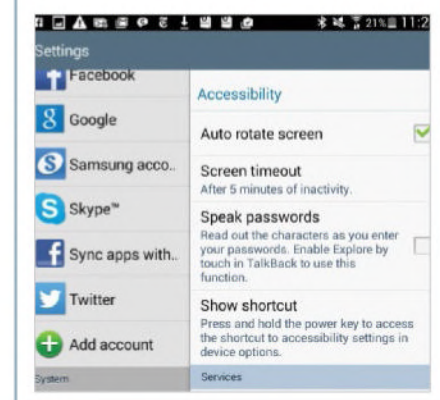
devices (although some may be missing certain functions and gestures sported by the phones) – so you'll generally be able to get around them with ease.

We will take you through the steps you need to take to enable the important settings on your Galaxy and offer more information on some that will not seem obvious or which are hidden beneath layers of options. There is a lot to explore in the Galaxy Settings and it is likely that you will not get close to managing all of them, but if you can cover the main areas, you will have a device that will work exactly as you need it to. Let's get started with Settings.

Accessibility options

A Galaxy for everyone

In Accessibility you will find many options that will help you tweak the Galaxy software to your exact requirements. At the top are standards such as screen timeout and rotation, but as you scroll down you will be given the ability to increase or decrease the font size, use negative colours, set up an assistant menu if dexterity is limited and even precisely control how sound is delivered.

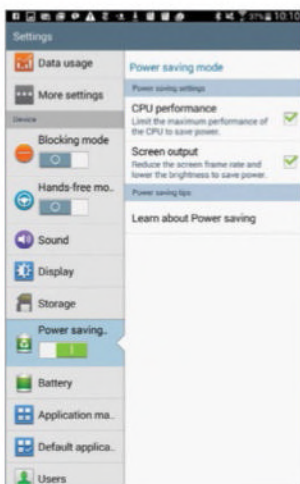
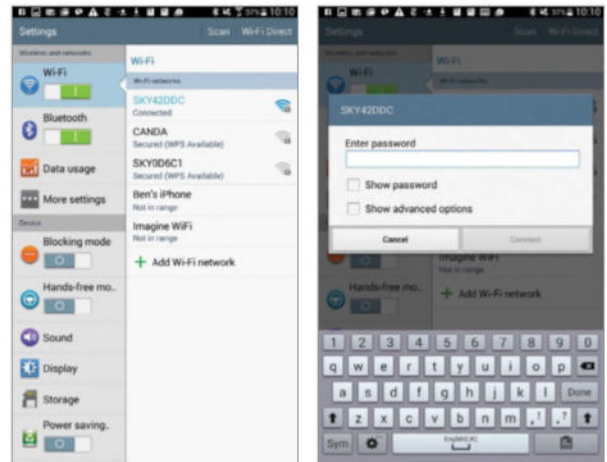


Learn the basics of Galaxy ownership

1: Connect to Wi-Fi

Connecting to Wi-Fi from a Galaxy tablet is very straightforward. Pull down the notification panel and, if it isn't already listed in your Quick Settings, tap the Wi-Fi symbol. After that, wait for the device to scan all available networks, which may take some time. When you find the one you want to use, tap it and then enter your password, at which point it should show 'Connected' in the listing. If you ever have problems with the connection you have set up, tap it again, tap Forget and repeat the process. Most of the time, however, setting up a Galaxy to connect to a wireless router should be a one-time process for it to work continually in the future as every router or hotspot you connect to should be remembered for automatic connections later on.

"Setting up to connect to a wireless router should be a one-time process"



2: Enable power saving

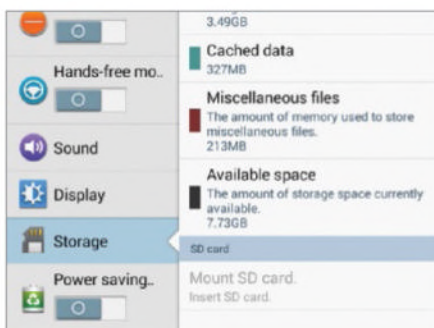
Scroll through settings until you find Power Saving Mode. Here you will be presented with an option at the top which you need to tap to enable the mode. You can now choose from two options below, one for CPU performance and Screen output. Each of these will have a different effect on the power efficiency and you may need to play around with the choices to see which ones fit your particular usage. It is most useful to enable when you are running out of power and have no charger access.



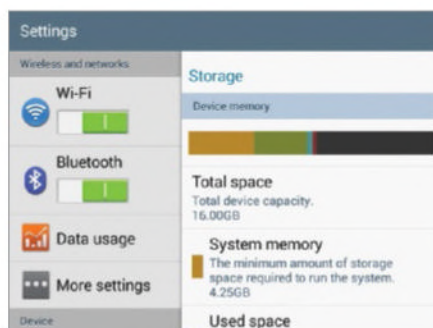
3: Change your wallpaper

Changing your wallpaper is easy on a Galaxy. From the home screen, tap the Menu key and then select 'Set wallpaper'. Choose which screen to set and then decide if you want to use one of your own photos or one of the included choices. Remember that live wallpapers will use extra battery power, but of course they do add a lot of depth to the home screen experience. Make your choices wisely and feel free to change your wallpapers often to make your device feel new all of the time.

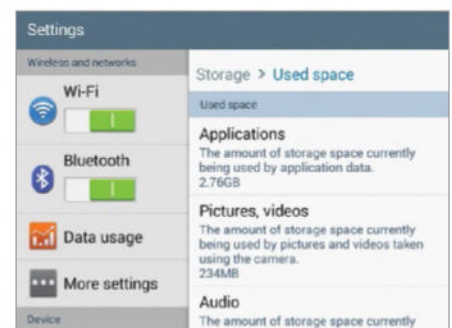
4: Check your storage space



1: An obvious option to choose
Go to Settings and select the Storage option near the bottom of the page.

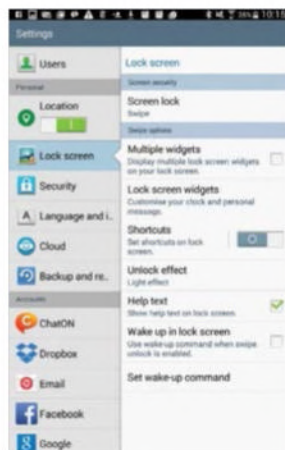


2: Breaking down all of the data
You will now see the storage space displayed in sections to show what is using the most.

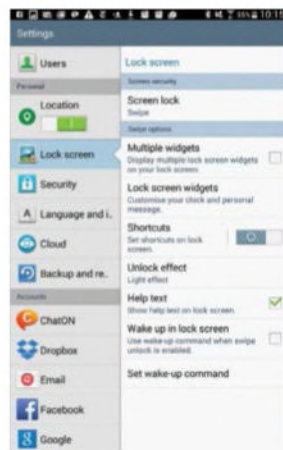


3: View even more storage detail
Tapping on any section will either open a related app or present even more information.

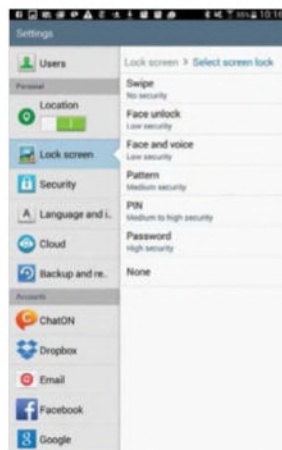
5: Secure your device



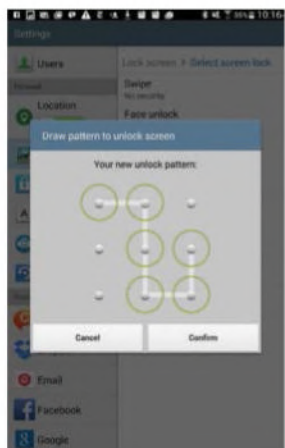
1: Locate lock settings
Go to Settings>Personal and tap on the 'Lock screen' option. This is the first option in Settings you should visit when setting up a new Galaxy device because it will help you to keep all of your information safe in case it's lost or stolen.



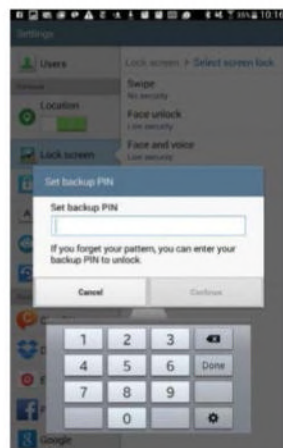
2: Screen lock
At the top of this screen you will see another 'Screen lock' option to enable. There are other options available here for you to play with, but this is one you should only need to set up once then leave alone forever. Tap on it to choose a lock method.



3: Choose a method
In this screen you can choose exactly which method to use for your unlocking your locked device. Everything from the Galaxy recognising your face to a simple password is available, but for this tutorial let's use the Pattern option.



4: Enter a lock pattern
You now need to enter a pattern with your finger by swiping between the dots. Once complete, the process needs to be done again to ensure that the new pattern has been recognised by your Galaxy device. Make sure it is a pattern you will remember.

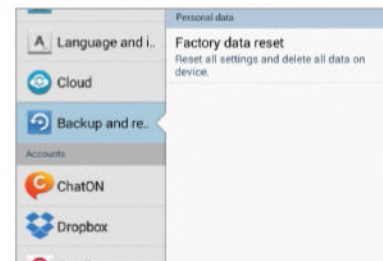


5: In case you forget
A backup PIN will also have to be input twice at this stage just in case you forget the main unlocking pattern. You will be asked to enter this PIN if you enter the pattern incorrectly too many times, making it a useful additional security measure.

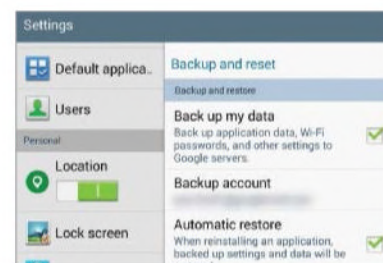


6: Device now secured
Whenever you turn on your Galaxy device in the future, you will see the grid on the lock screen. Enter the pattern you saved previously and you will then be granted immediate access to the phone and all of your personal data.

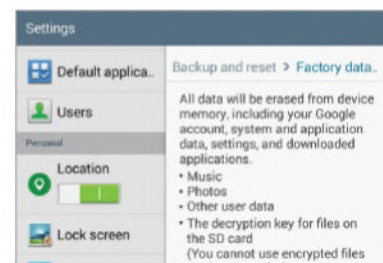
6: Back up and reset your Galaxy



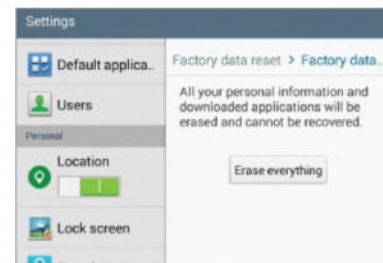
1: A slightly hidden option
In Settings>Backup you will see 'Backup and reset'. Tap it.



2: Time to back up data
Tick the 'Back up my data' option and the process will begin.



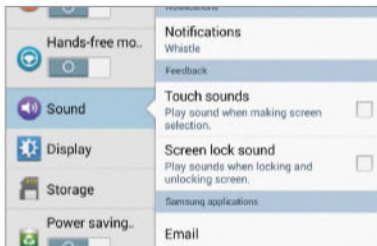
3: Clear the entire device
To reset, tap 'Factory data reset' to see this new reset screen.



4: Take the resetting plunge
Tap 'Erase everything' on the next screen to complete the reset.

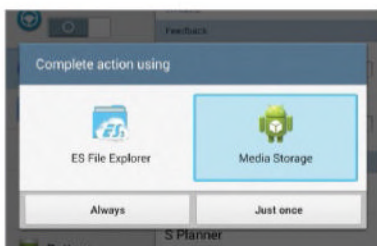
Make your Galaxy work for you

7: Set personal notification alerts



1: A myriad of settings

Select the Sound option from within the Settings menu.



2: Select a new ringtone

Tap on Notifications and then choose a source for the alert sounds.



3: New notification tones

Scroll through the list of available tones and tap on one to use it.

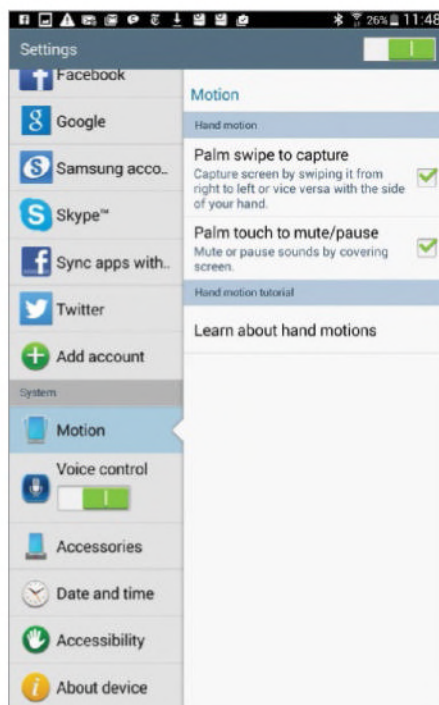


4: Add some new music tones

When picking a source, choose ES File Explorer and go to Music to pick a song.

8: Understand Wi-Fi Direct

Wi-Fi Direct is the system your tablet uses to share your media files with other nearby devices. Go to More Settings under Wireless and networks and then slide the 'Nearby Devices' switch to the On position. You can also tap on this option to access more advanced settings relating to the service. Tap on the Wi-Fi option in Settings and then tap 'Wi-Fi Direct' in the top-right corner to scan for nearby devices and enable Multi-connect.



9: Discover motion gestures

The Motion settings are located way down the list under the System section. Tap 'Motion' and turn the switch to the On position to enable extra palm gestures to perform key tasks on your tablet quickly and easily. For example, you can capture the screen by swiping the side of your hand across the screen or mute and pause music, movies or other forms of entertainment by touching the screen with your palm. Although the gestures themselves may take a little while to grasp and perform smoothly, they will definitely prove more useful the more you use your tablet device.

"Use your palm to undertake activities such as taking screenshots"

10: Customise the lock screen

The lock screen is not simply for barring others from accessing your data – you can make it work for you in a variety of ways. Go to Security>Lock screen and make sure that a screen lock is in place. You can now tap the 'Lock screen widgets' option to add your own personal message or to display a clock or any other information that you'd like to divulge, such as your name. Though limited, this function will prove useful.





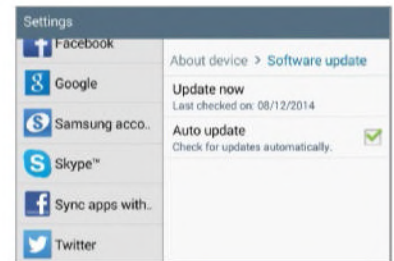
11: Blocking mode

Manual activation
You can manually enable blocking mode at any time and it will use your settings

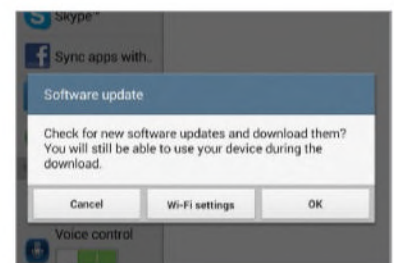
Individual blocking
Notifications, alarms, timers and LED indicators can be switched off individually

Set a unique schedule
An automated schedule can be set up to ensure you get a good night's sleep

12: Install a system software update

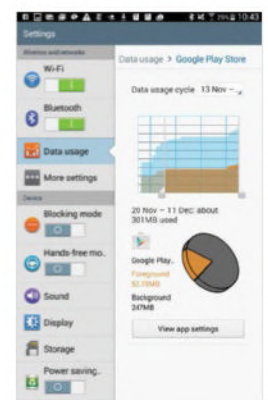
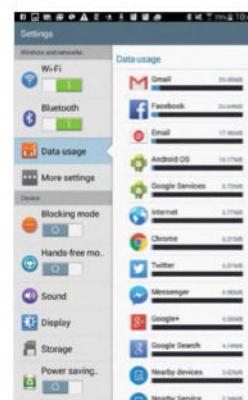
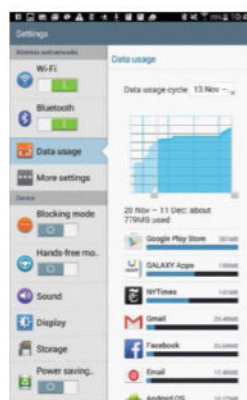
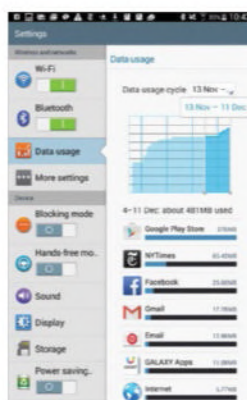
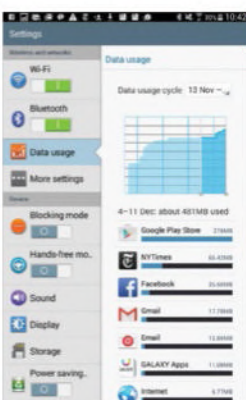


1: Keep everything updated
Go to Settings>About device>Software update and wait.



2: Time to install an update?
Let new updates install to enjoy the very best Galaxy experience.

13: Manage your data usage



1: Locate data usage
Go to Settings and you will see a 'Data usage' option listed near the top of the screen. Tap it to see how much data you are using through both Mobile and Wi-Fi.

2: Set up data cycle
On the screen that appears, tap the 'Data usage cycle' option to change the period so that your view matches your billing dates. This is a crucial step.

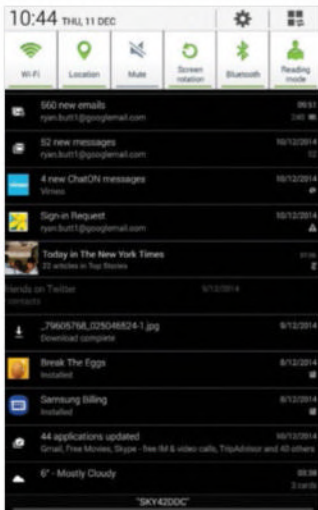
3: Understand limits
You should be aware of the data limits set by your network provider. Tap the graph in the centre of the screen and make sure that your data limit is set up to reflect your package.

4: Data-hungry apps
Scroll down the main screen to see which apps and services are using the majority of your data. This is a very useful tool to help you stay within your own limit.

5: Dig deeper
Tap any item in the list to see how exactly each specific app or service is using the data. Crucially, it will also show you how much data is being used in the background.

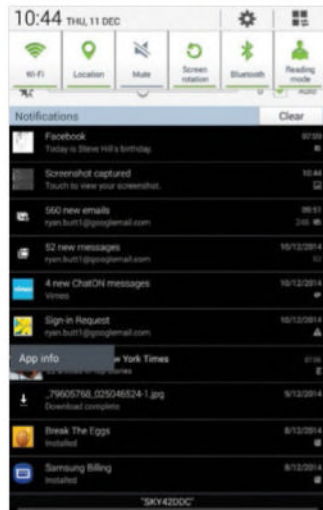
Use some of the less obvious Galaxy features

14: Use and customise the notifications panel



1: See all notifications

Drag your fingertip from the top of the screen to pull down your notification panel and see your latest notifications. To dismiss one, simply drag it off the screen and it will disappear immediately.



2: What's behind it?

To see which of your apps has sent a particular notification, if it is at all unclear, touch and hold your finger down on it and you will see an 'App info' option appear. Tap it to proceed.



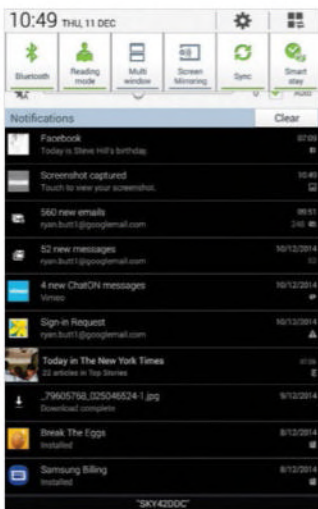
3: Disable app notifications

You will now see a screen showing all of the relevant app information. Notice the 'Show notifications' tickbox? Tapping this option will bring up a new screen to confirm.



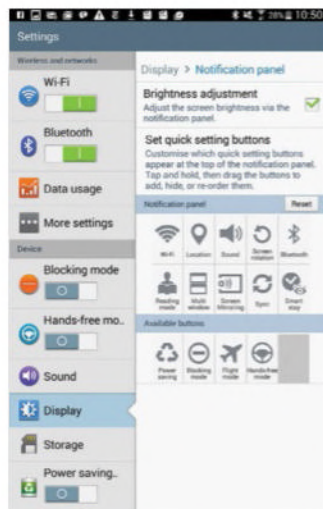
4: Complete the process

If you tap OK, the app will no longer present notifications when they are supposed to be sent. You can do this for any app if you aren't interested in receiving its notifications anymore.



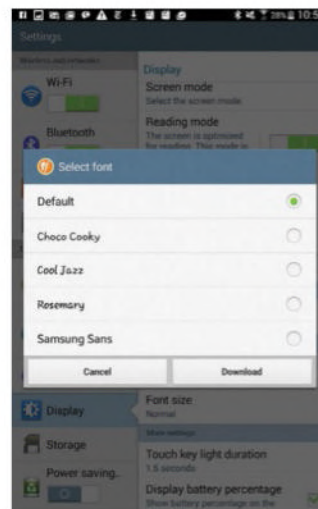
5: Extra shortcut settings

At the top of the notifications screen you will see shortcuts to frequently used settings. Swipe to the left to see shortcuts to further settings which you may like to access immediately.



6: Notification settings

Go to Settings>Display and then tap 'Notification panel' to allow quick access from the notification screen to further settings. It is in an unusual part of the Settings, but is easily accessible.



7: Tools and fonts

Go through all the tools you can add to your screen and make your selection. You can also select from the fonts you want to use too. Unfortunately, there aren't many to choose from.

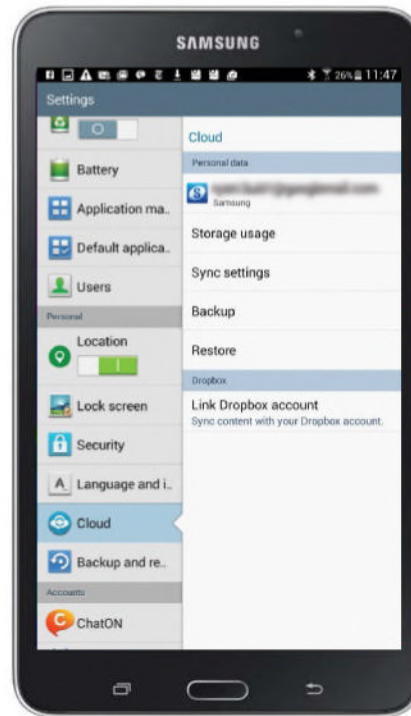


8: Finished product

One of the best things about this feature is that if you aren't happy with the shortcuts you have selected, you can simply go through the process again and make further changes.

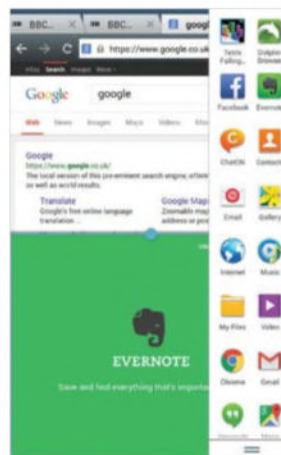
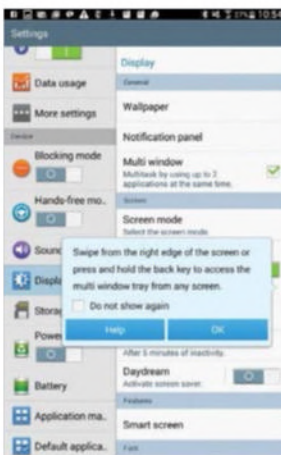
15: Access your cloud

The Cloud option in Settings lets you view and manage your Samsung cloud account. Tap on 'Storage usage' to see how much of your total allocation you have used, and by tapping 'Sync settings' you can see which aspects of your Samsung account will be synced to the cloud. Simply tick and untick the boxes to set the sync settings. The Backup settings let you set Auto back up to automatically back up your data to the cloud without you having to lift a finger. Again, you can also set which aspects of your account to back up to the cloud. Backing up is an essential practice because if your device is lost or stolen you will have the peace of mind that your files are safely stored in the cloud and can be restored to a new device by tapping the aptly-named Restore option in the cloud settings. You can also link your Dropbox account in cloud settings.



“Backing up your device is essential and provides peace of mind”

16: Utilise Multi-window

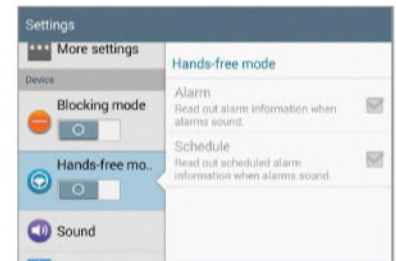


1: Find Multi window
Go to Settings>Display and tick the Multi window option. It may not be obvious what this feature does at first, but you will see a small tab appear on the left-hand side of the screen. Tap OK to confirm the action.

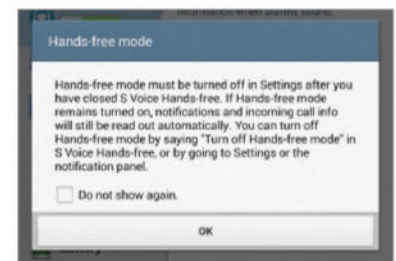
2: A column of icons
When you tap or pull the small tab on the right side of your screen, a list of icons will appear for you to choose from. Scroll to the bottom of the column to see all the different the icon customisations you can make.

3: Perform two tasks
You can now drag an icon to the main screen while using another app. This will allow you to work with both apps simultaneously by splitting the screen. Larger-screened devices benefit the most here, of course.

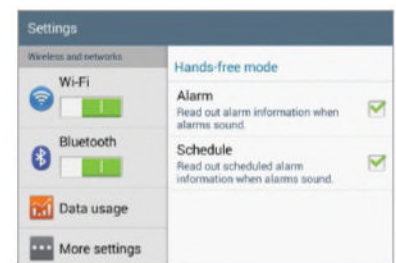
17: Use the hands-free mode



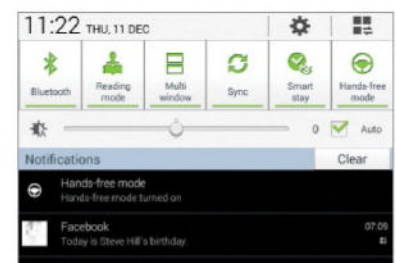
1: Turn on
Navigate to the Hands-free option in Settings and then move the slider on.



2: Read alert
You will be presented with a message warning of implications if left on.



3: Set options
Set the options for the device to read out alerts and schedule information.

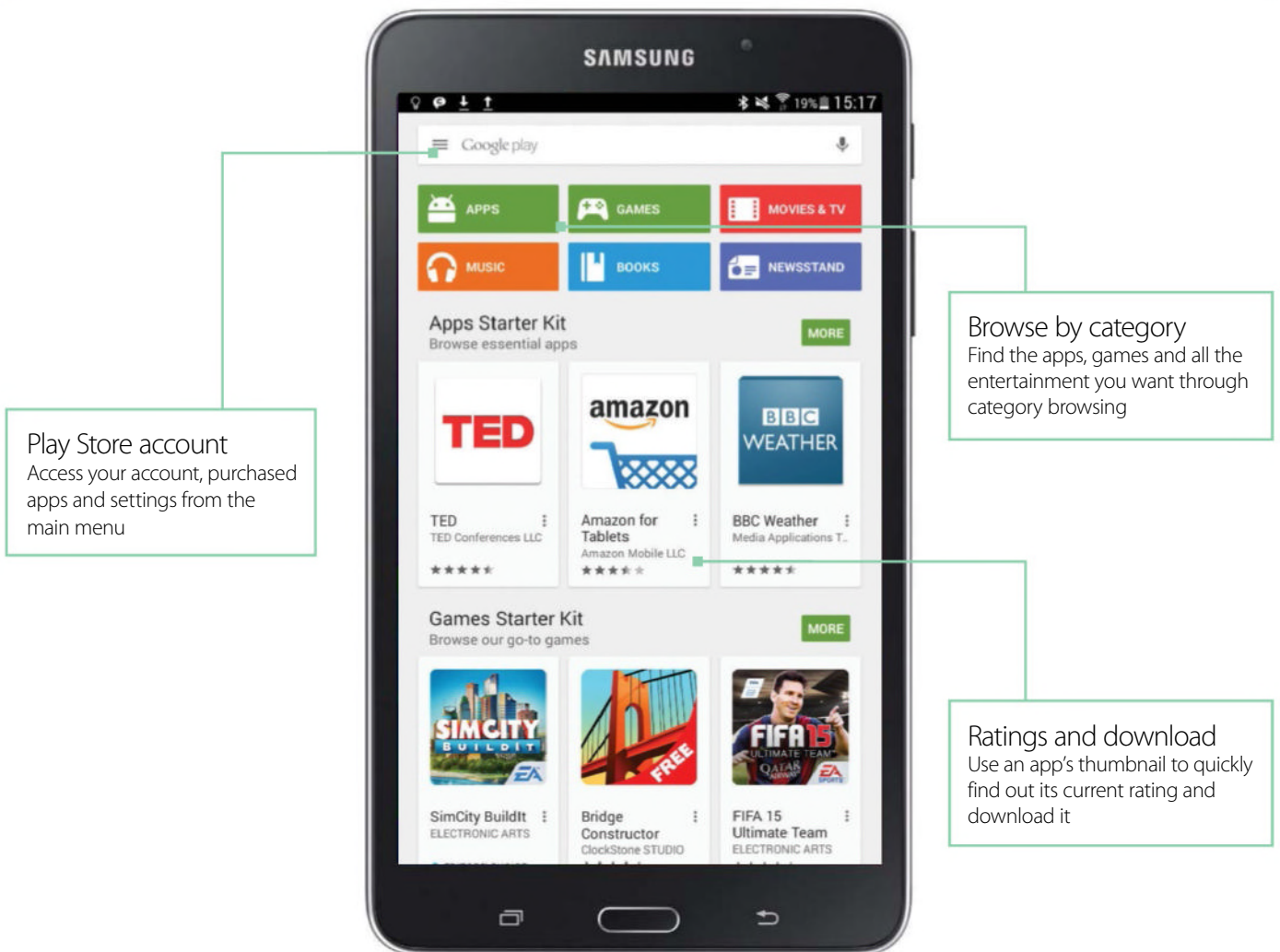


4: Easy access
You can edit your notification panel to include Hands-free to turn it on or off.



Play Store

Google's Play Store app is a hub for all your app and digital entertainment needs



Play Store account
Access your account, purchased apps and settings from the main menu

Browse by category
Find the apps, games and all the entertainment you want through category browsing

Ratings and download
Use an app's thumbnail to quickly find out its current rating and download it

The Play Store app connects you and your Samsung Galaxy directly to Google's digital entertainment and app store. This provides you with all of the apps, movies, TV shows music, books, magazines and games that you could possibly want to download to and access from your Galaxy device.

Content in the Play Store is broken down into each of these main product types: Apps, Games, Movies & TV, Music, Books and

Newsstand. Tap on a main category to view all of the available content within it. Each category window provides you with details on the latest releases, content recommended for you by your friends as well as dozens of other subcategories to help you find exactly what you are looking for (Fig 1). App categories include games, business, communication, education, sports, weather and more. You can also browse for apps by popularity and

by their rating from other users (Fig 2). An app's information window provides you with thumbnail images of the app in use as well as showing you how many people have downloaded the app to date. The download count alongside the rating system will give you a good idea of the quality of an app. Each app comes with a detailed description of itself as well as information on all of the latest updates and fixes. Below this you can read

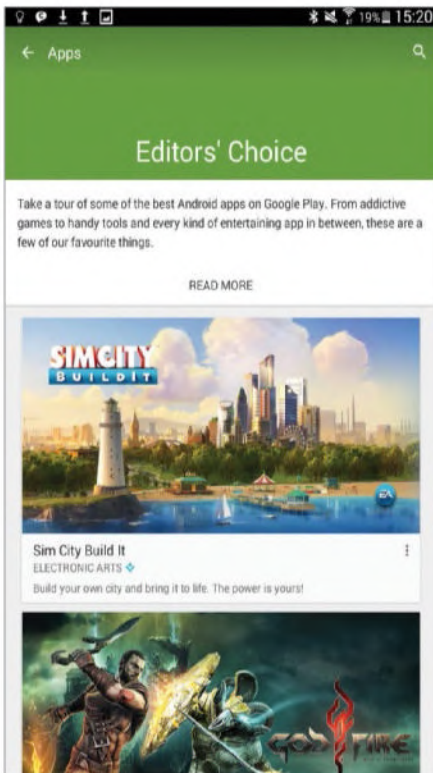


Fig 1: The Editors Choice category is full of recommendations

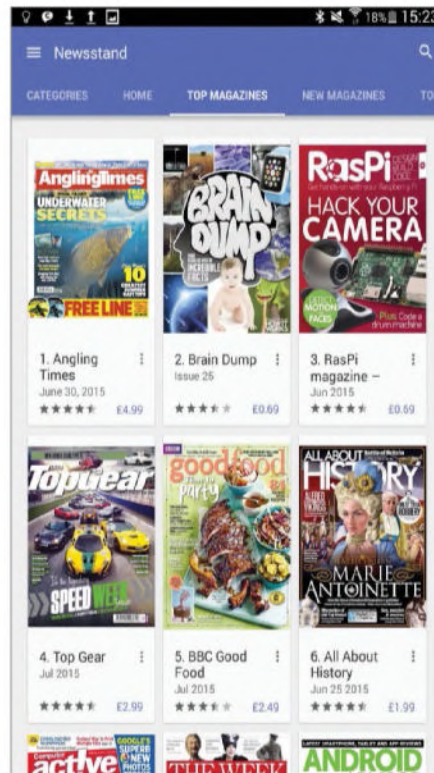


Fig 2: Browse by popularity and star rating

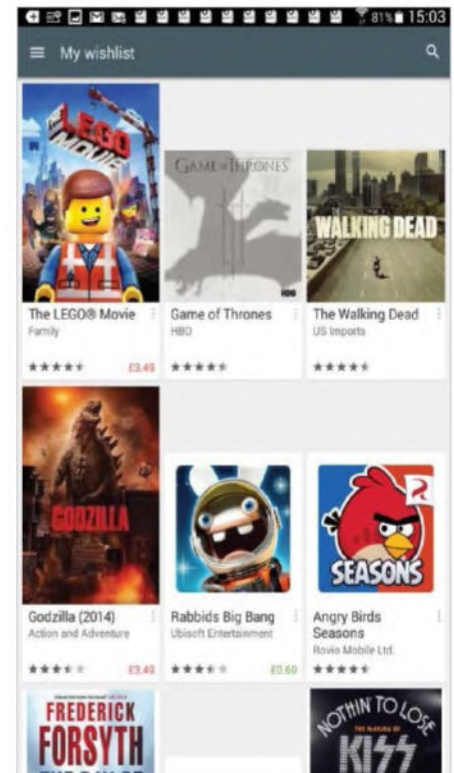


Fig 3: Use a wishlist to save apps for a future purchase

detailed user reviews of the app as well as look at more apps by the same developer. Tap the bookmark icon in the top toolbar of an app's information window to save it to your Google Play wishlist (Fig 3), which can be accessed via the main left menu. From the information window, you can also share an app via any of the sharing apps that you have installed on your device.

“Provides you with the widest possible selection of apps and entertainment”

The app connects directly to your Google account and Google wallet. When purchasing an app, you'll be prompted to input payment details. Tap 'Add credit or debit card' when asked and input the card details. Once you're finished, the card will be stored in your Google wallet; you will then be able to make future payments straight away. You can also pay for apps and products using PayPal by signing into a PayPal account during the payment process. There is also an option for using a Redemption code, which can be provided to Google users as a gift. Redeem gift codes from the main menu by tapping Redeem.

There are several apps that come pre-installed on your Samsung Galaxy device that are compatible and interlinked with the Play Store app. The Play Newsstand app allows you to access any magazines or magazine subscriptions that you purchase through the Play Store. The Play Movies & TV app will store all of your video purchases and rentals, and Play Music is where you will find all of your

music downloads from the Play Store. Play Games works as your Google games hub and Play Books is a digital library of Google books. Any media that you buy via the Play Store can be found in any one of these apps.

There are plenty of other app and media downloads available for your Samsung device, but the Play Store provides you with the widest possible selection of apps and entertainment. And with its simple-to-use download and installation tools and automated refund system, it makes purchasing apps for your Samsung Galaxy a simple and easy process.

The Games category

Games in Google Play

On the Play Store's home page, tap Games. The Games hub provides you with all of the latest and most addictive titles on the market. Before purchasing a game, review its information window to make sure that it is compatible with your device. Some games are processor intensive and require newer Android models to run smoothly.

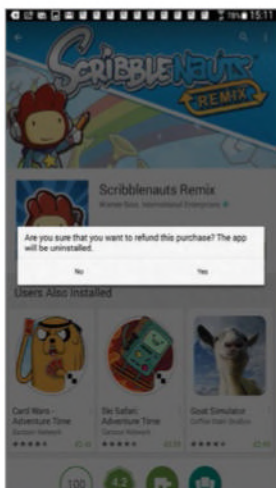
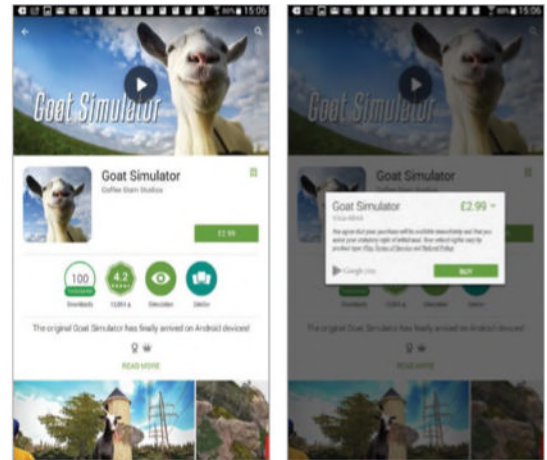


Download, rate and share apps you love

1: Purchase an app

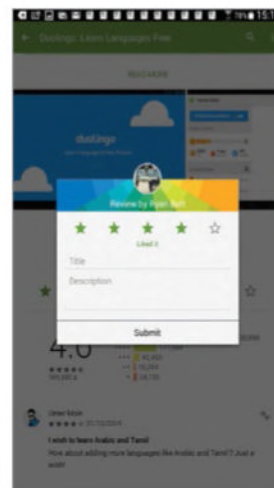
To purchase an app, begin by browsing through the various categories presented at the top of the Play Store. You can also search for apps by keywords if you have a good idea of what you're looking for. From the results list you can tap on the three-dots menu icon found next to the app's title. If you know you want the app then you can buy it straight away from this menu. Tap on an app's title to open its information window, then tap on the price icon to begin your purchase. Tap Accept to accept the app's permissions. Tap Buy to continue. You will then need to input your Google account's password. Tap Confirm once done. As soon as the payment has been successful, the app will install itself onto your device. You can view its progress in the notifications panel.

"As soon as the payment has been successful, the app will install itself"



2: Refund an app purchase

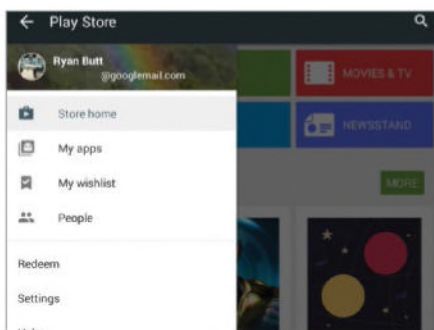
To get a refund for an app that you've purchased, go to its info window in the Play Store within 15 minutes – either via the My Apps window found in the Play Store main menu, or by searching for the app. Tap on the Refund button. You will be warned that the app will be uninstalled if you request a refund. Tap Yes and the refund will be automatically processed for you. When you perform a refund in the Play Store, you will be sent an email receipt detailing your refund and cancellation of the app.



3: Rate an app in the store

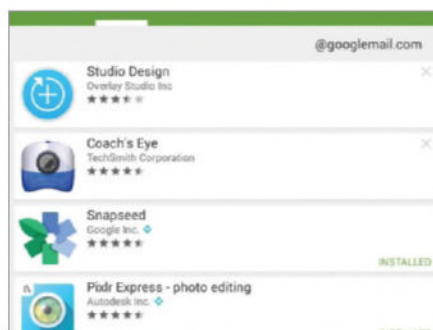
If you're a big fan of a particular app, or you feel let down by one, then the Google Play Store rating system is a great way of reviewing apps to help other users with their purchases. Open up an app's information window and scroll down to the 'Rate this app' subheading. Tap on a star to rate the app out of five; you can then add an optional review segment to your rating. App reviews can be found at the bottom of the app information window. Reviews can also be rated on their usefulness.

4: Manage your apps



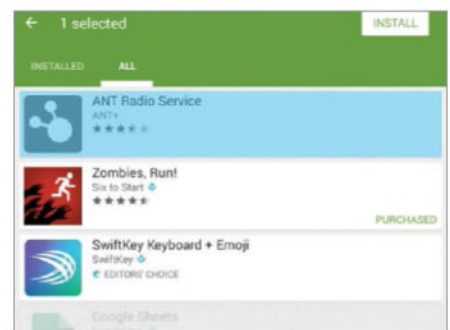
1: My apps screen

From the Play Store home page, tap the top-left Menu button and tap 'My apps'.



2: Manage your apps

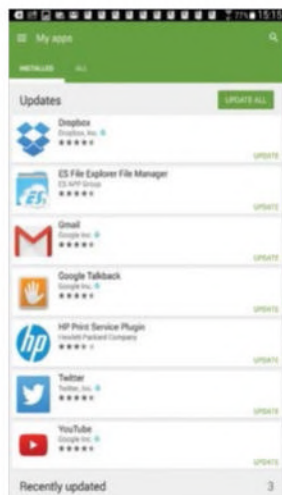
Use the Installed and All filters or search tool to find apps that you've already purchased.



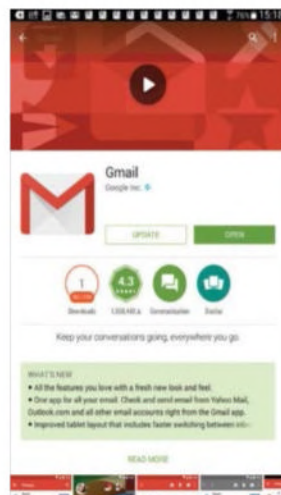
3: Reinstall an app on your device

To reinstall one of the uninstalled apps in the All list, long-press on it and tap Install.

5: Update your apps



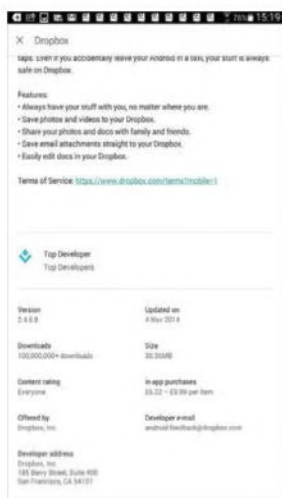
1: App update info
Under the Installed tab of the 'My apps' section, any of your apps that currently need updating will be displayed at the top of the list. These apps will have a green Update button shown next to their title.



2: Update descriptions
Tap on an updatable app to find out more details about the update. Underneath the 'What's new' subheading you can read a description of the latest improvements and changes to come with this update.



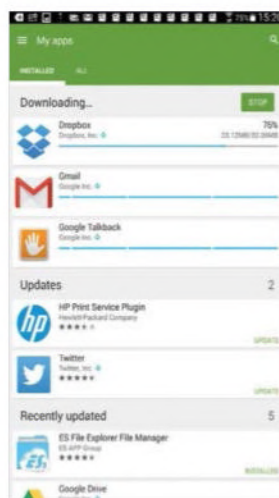
3: Detailed info
Under the 'What's new' subheading, tap on the down arrow to view a detailed list of updates to the app. This is useful if you are running an older device and want to make sure that the app remains compatible.



4: See changelog
If the app has a changelog, the info window will provide a link to it under the 'What's new' subheading. Tap on the link and you'll be taken to the app's changelog. This provides advanced details about an update.

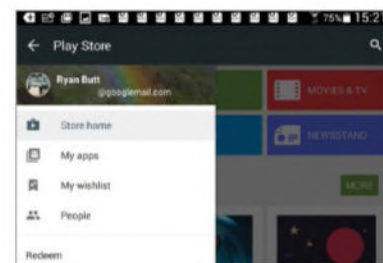


5: Update an app
In the app information window, tap on the Update icon at the top of the page. If you need to accept new permissions, tap Accept. The update will automatically download and install onto your device.

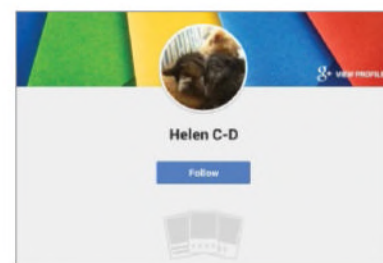


6: Update all apps
In the 'My apps' window, tap the Update All button at the top of the screen to begin updating all of your apps in one go. It's advised that you have a Wi-Fi connection to do this, rather than using a cellular connection.

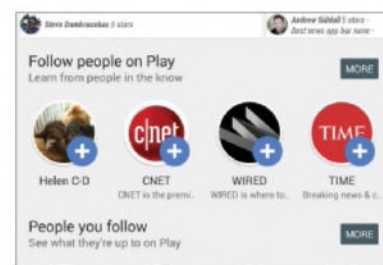
6: Get friend recommendations



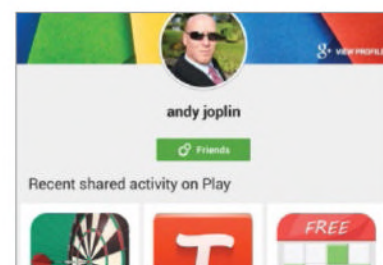
1: The Play Store's People tool
Open the Play Store left menu from the home page. Tap People.



2: Browse recommendations
Tap on the image of a contact to view their recommended apps.



3: Follow people
On the People page, scroll down to view more contacts to follow.



4: Connect to Google+
The People tool posts your ratings and reviews to your Google+ account.



Play Movies & TV

This app can be used to manage and view rented/purchased content from the Play Store

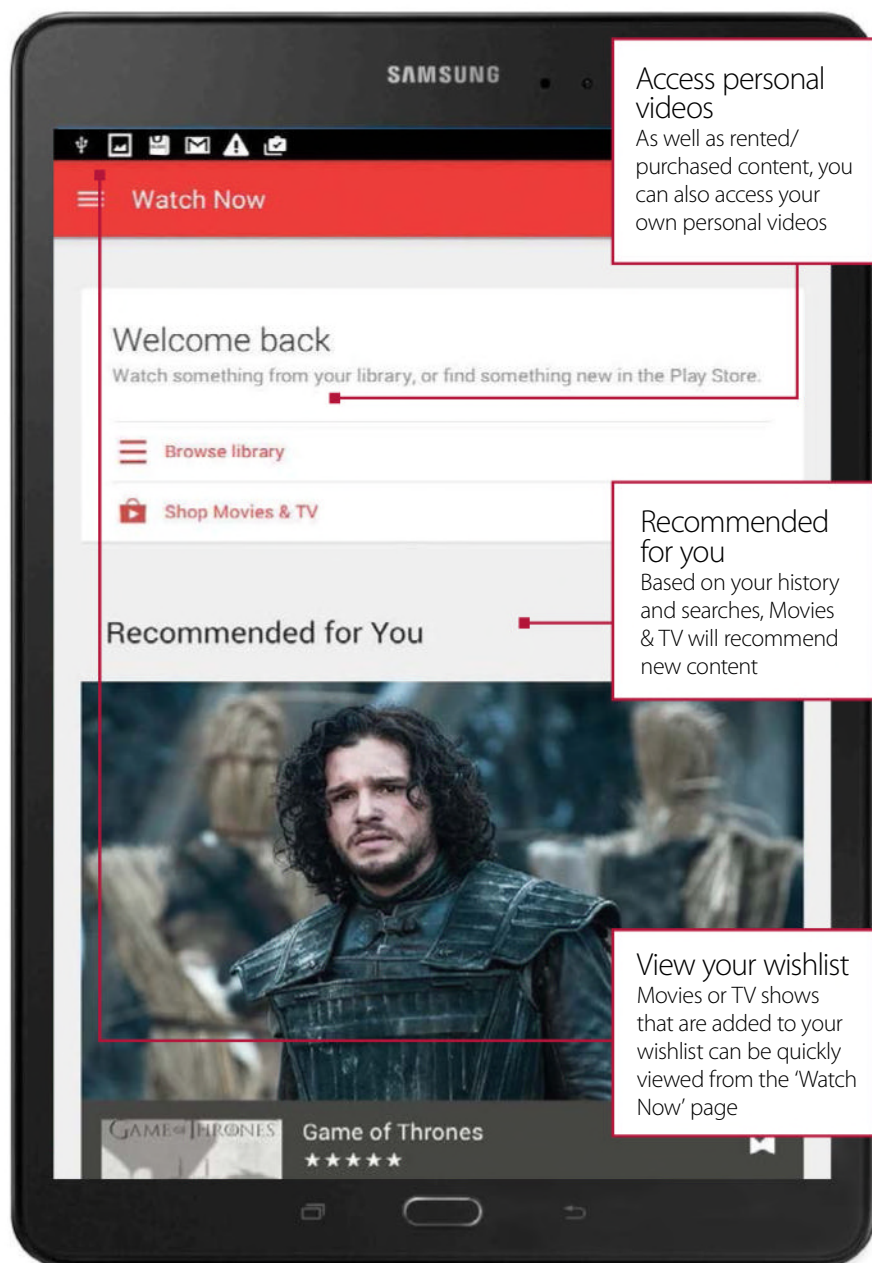
By default, your Tab should have the Play Movies & TV app pre-installed. In a nutshell, this app lets you stream purchased/rented movies and TV shows on the fly. In fact, you have access to a wealth of movies and selected TV shows that for the most part are presented to you in a familiar interface, since the app is more of a front-end for the Google Play Store. However, as an added bonus you can use the app to access your locally stored personal videos as well.

Of course, you may be wondering what the benefits of utilising this app are when you can simply buy movies in physical format or tap into other cheaper streaming services such as Netflix. Well, the main benefit is that you get access to a wider range of current titles and it also uses a pay-as-you-go structure, so you are not tied down to a monthly fee. Additionally, any movie or TV show rented or purchased from the Store – using your Google account – can also be accessed from other devices you own, including iOS ones.

Better still, the movies will remain linked to your account so you won't have to worry about storing them or suffering from faulty discs. Plus you can even download the movie or TV show for offline viewing if need be.

On top of this, selected titles feature 'info cards' which pop up when you pause the video. The info cards can contain information about an actor, their related films and even what song is playing in the background. You can find out if a movie or TV show has a card by viewing the 'Additional Information' section at the bottom of the item within the Store. This section will also tell you the rental period if you decide to rent the movie instead.

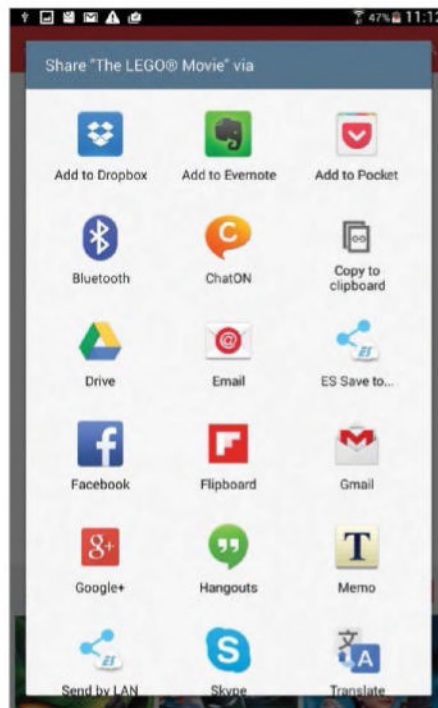
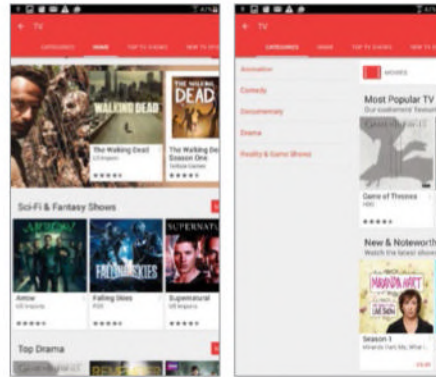
The main tutorials here will guide you through some of the app's core features, such as searching a range of popular TV shows or tapping into the share and wishlist functions. Sharing is a great way of telling friends about a particular movie or show, while the wishlist function enables you to add titles that you may want to see/buy later. You can also use the interface to manage these afterwards.



Find and manage movies and shows

1: Search for and find new TV shows

Tap at the top left of the main interface and select Shop. Select the TV tab and use the search bar at the top to look for shows or use the tabs beneath. The Categories tab is really useful for fine-tuning your selection process. You can also scroll down the main home tab to reveal more content, such as Free Episodes. Tap on the More button next to the latter for the full list and then tap on a thumbnail to download an episode or season.



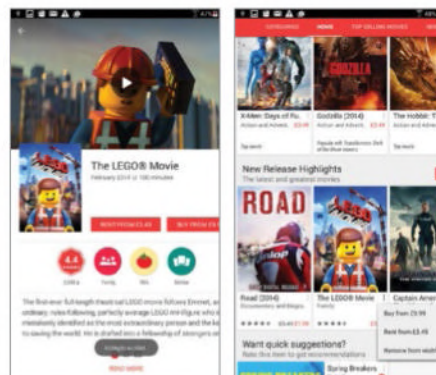
2: Share details of a movie you like

Head to the Shop (via the top-left Menu icon) and then tap on the Movies tab. From here you can browse a selection of movies by using the search icon at the top or the category tabs beneath. Once you've found a movie that you want to share with your mates – that is, a link to the movie and its description rather than the video itself! – simply tap on the thumbnail and then at the top of the page, tap the standard share icon (to the left of the search icon). From here you can select a third-party app that will be used to send out the shared link to your friend(s).

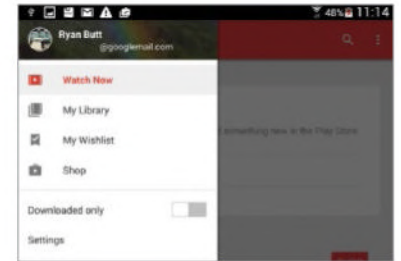
“Share a link to the movie and its description with your friends”

3: Manage your wishlist

If you tap on the top '+' icon within the purchase screen, you can save the title to a wishlist – which is ideal if you want to buy/rent it at a later date. Once a movie or TV show has been saved, it can be managed via the top left menu 'My wishlist' option. Simply tap the three-dots icon within a thumbnail to remove it from the list. Alternatively, tap the thumbnail to remove it from the purchase screen by tapping the ticked tag icon at the top, or you can of course buy/rent the title.

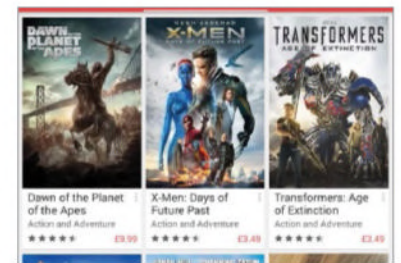


4: Rent a movie from the store



1: Access the store

Launch the Play Movies & TV app, tap the top-left corner and select Shop.



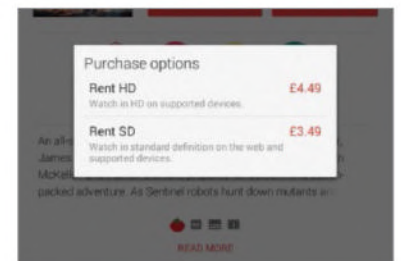
2: Selecting your movie

From the Movies store, locate your movie and then tap on the thumbnail.



3: View rental info

Now scroll down to 'Additional Information' to view the rental period.

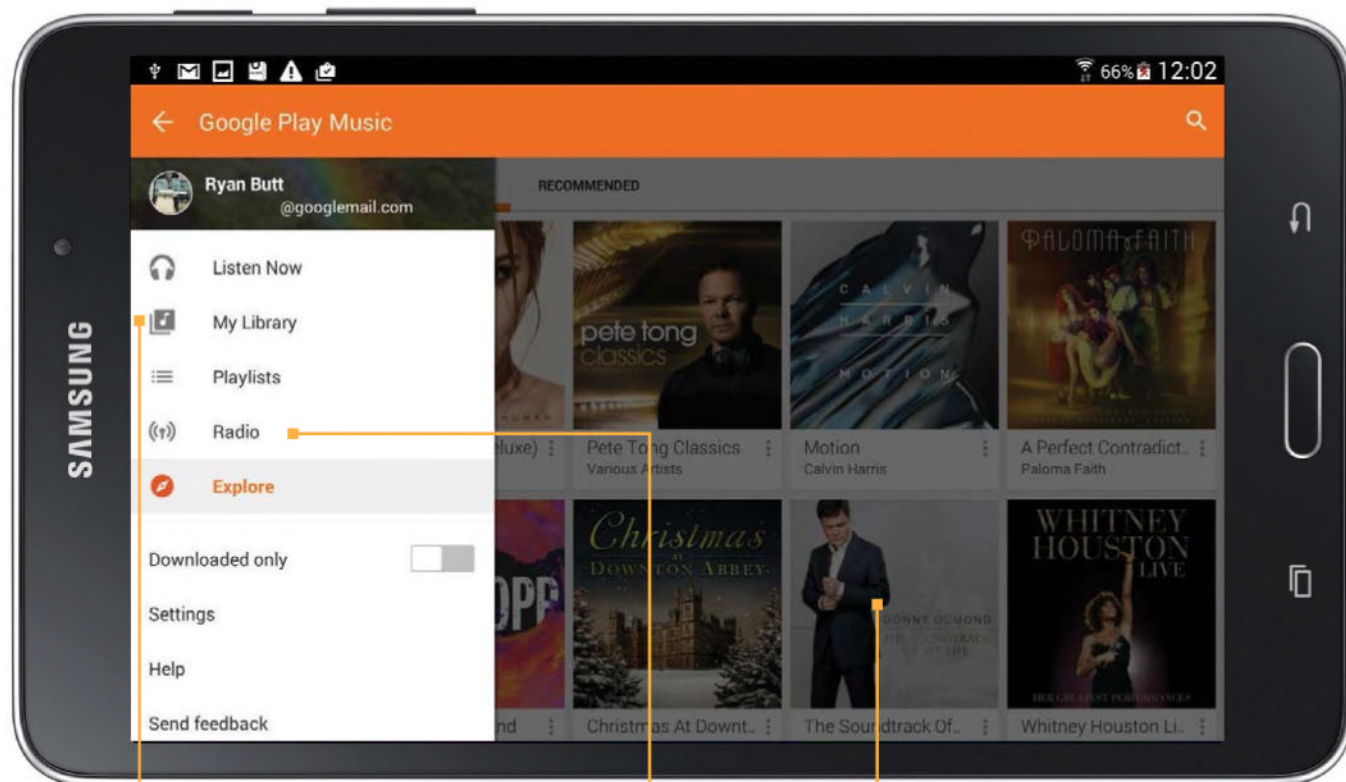


4: Renting the movie

Next, tap the Rent button at the top of the interface, to pay for and rent the title.

Play Music

Access a world of music and play tracks offline or online whenever the mood strikes



Your own library
Your library of music will always be available online and offline when required

Stream radio
You can listen to personalised radio stations dedicated to the type of music you love

Preview and buy songs
You can preview tracks and then buy them instantly in the Play Music store

Google's Play Music app is designed to let you play all of the music you download to your Galaxy, but to also help you discover new tracks and share them with others to offer inspiration. You can make purchases after you have previewed them and it all works seamlessly with your Google account to ensure there are no barriers in the way of the discovery and collection process. The app blends the online shop perfectly with an offline player and then bridges the gaps

by letting you play purchased music without even downloading it.

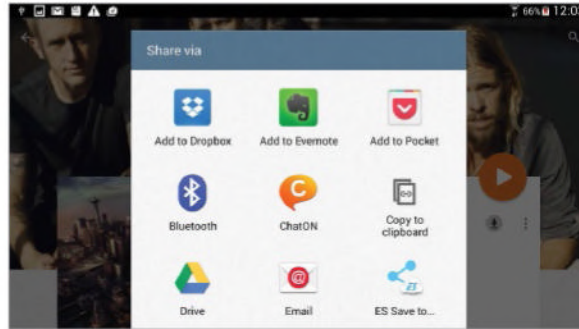
We will guide you through the process of purchasing songs and albums, sharing your likes and then dealing with the music player itself. A lot of work has been put into making the app feel as natural as possible and it is likely that you will be able to use many of the features without much instruction, but every little helps and we hope to open your eyes to the huge array of musical entertainment that is

on offer here. Indeed, Play Music is really very advanced in many ways and encompasses all of the music features that you will likely need and this is what sets it apart from the rest. If you have a Galaxy device and enjoy your music, Play Music is the perfect solution to keep you listening on the move. The only real choice you will need to make is to decide which tracks to download and which to stream, but you do have control over your Galaxy's storage this way.

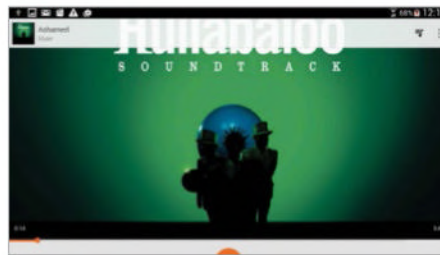
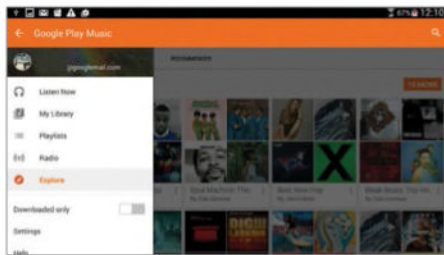
Listen, share and stream music

1: Share songs in Play Music

The familiar sharing icon is always available in Play Music for you to share songs or albums with friends over any installed app or service that supports sharing. Simply tap the icon, choose the service you want to use and then the recipient. With the previewing option, you do not even need to own any of the tracks to share them.



2: Listen to your downloaded tracks

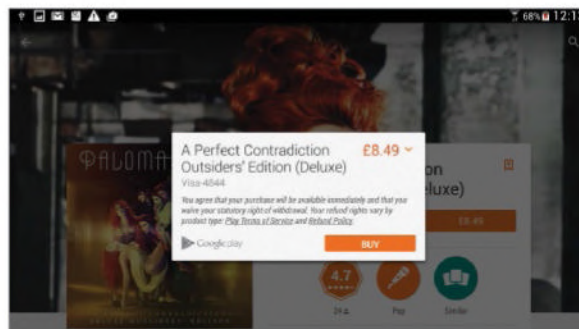


Listening to downloaded tracks is extremely easy. Tap the top-left Menu icon and then select My Library from the list. You will be presented with all of your downloaded tracks as they are presented in the Play Music store. Tap any song or album and then tap the play icon to start the track playing. It will be displayed at the bottom of the screen in a panel – tap this and you will now have access to the main music controls, plus full-screen album art with further options to rate the track for others to see. The three-dots icon at the top offers even more options.

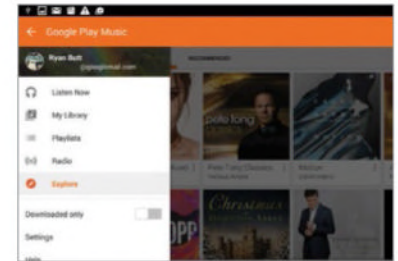
“Tap the track at the bottom and you will now have access to the main music controls, plus full-screen album art”

3: Buy songs from Play Music

To buy a song or album in Play Music – via the Shop option in the left menu – tap the box with the price in it and you will then be presented with a confirmation screen to accept the purchase. The last four digits of your card number will be shown for security and once you tap the Buy button, it will download immediately. The purchasing process is simple.

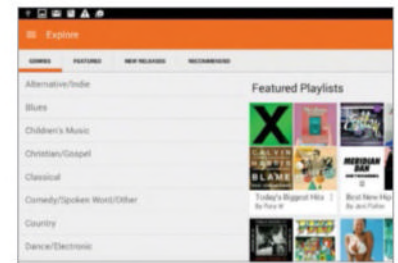


4: Search for and find new music



1: Find the shop

Tap the top-left Menu icon and then tap Shop to enter a huge library.



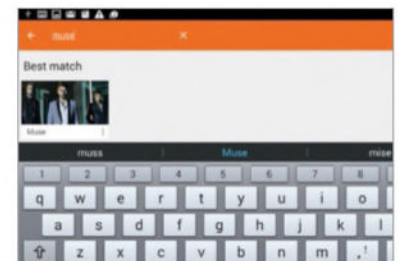
2: Search by genre

You can now peruse music broken down by album, song and genre.



3: Preview new tracks

Previews of songs are available by simply tapping the play button.



4: Manual searching

Tap the magnifying glass to search for artists or songs instantly.



Play Books

In this guide we showcase how to download and read books with the Play Books app

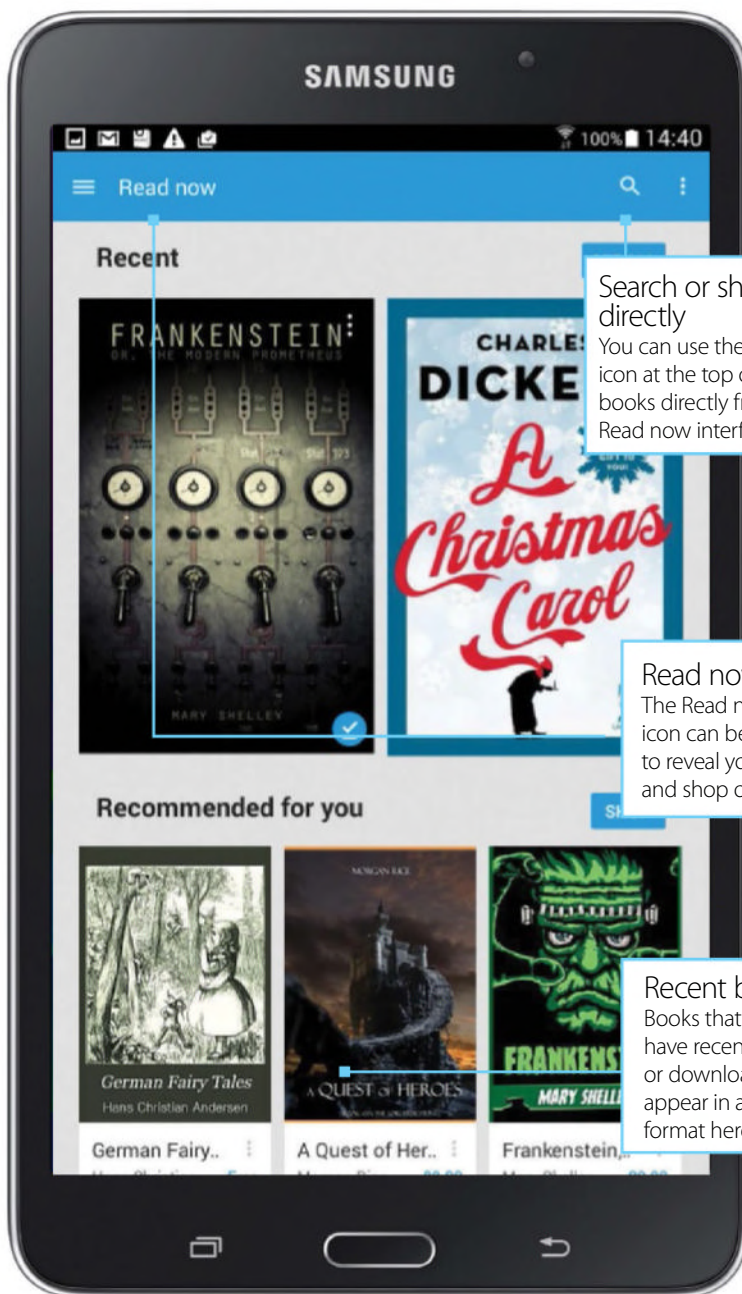
Google's Play Books app enables you to find eBooks and then purchase/download these to your Galaxy Tab device – it's the equivalent to Amazon's Kindle app. Similar to that, any books that are downloaded from the store (a feature we will discuss in the tutorial) are then locked to your Google account so you can download the same book on other devices, including iOS ones or even via a computer web browser. A bonus is that as you start to read books, the position is automatically synced across these devices, so as long as you are logged into the same account (and have a Wi-Fi/data connection) you can pretty much continue from where you left off.

In terms of purchasing, another key feature is the ability to download from a range of free books and samples. The samples are useful to download first – if you are looking to buy a book – as they do provide a snippet of the contents; so you can try before you buy.

When it comes to reading books, the biggest benefit of the digital age is that you can store literally thousands of titles on your Samsung Galaxy device and take them anywhere with you. At night you can even read books in lower light conditions, thanks to the device's backlight.

In the tutorials, we touch briefly on some of the benefits of the app interface, such as navigating through your book and adding bookmarks – these work like a physical bookmark in that they will help you return to a page you were looking at previously. However, the bookmarks function goes one step further because you can add multiple bookmarks and jump quickly between them.

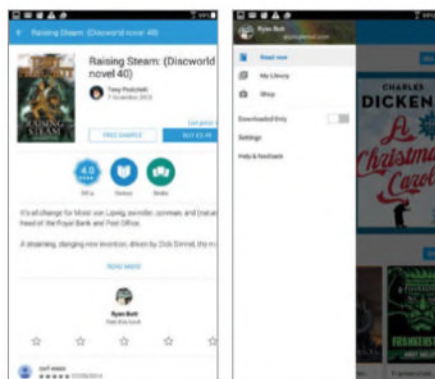
Finally, we would recommend exploring the long-press function of the app for extra options. For example, long-pressing the screen will allow you to highlight words, add notes or even (with an internet connection) tap into a thesaurus or translation mode. This is particularly useful if you are unsure of what a word means or if the word is not in your native language.



Download and read an eBook

1: Search for and download a book

Tap the top-left Menu icon and then Shop. Either use the search icon to look for books or use the tabs beneath. For example, tap the Categories tab and pick Crime & Thrillers. Once you find a book, tap its thumbnail and you can either tap 'Add to Library' to download free books or tap 'Free sample' to download a snippet. The Buy icon is used to purchase the book (using your Google account). Books are placed under My Library in the left menu.



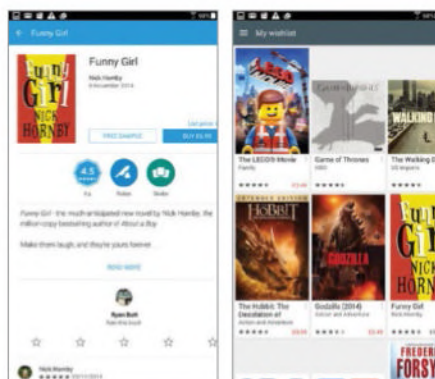
2: Read your book in the Play Books app

With the book downloaded, tap the top left Menu icon and tap the My Library option to sell all the titles you have downloaded. Select the desired book's thumbnail to start reading it. You can then swipe between pages using your finger and pinch the screen to enlarge/shrink the font. Alternatively, you can tap the screen and use the slider at the base to zip through pages quickly. Another nifty feature is to long-press on a particular word to add highlights/notes via the top icons or view a handy thesaurus at the bottom (internet access is required for this).

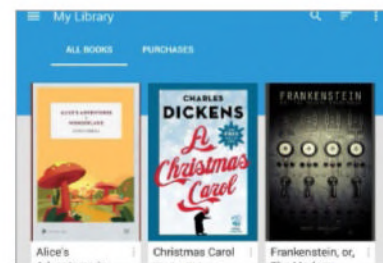
"Swipe between pages and pinch the screen to enlarge/shrink the font"

3: Add books to your personal wishlist

Head back to the shop and browse for another book you're interested in buying. When you tap on its thumbnail, you will see at the top a small icon with a '+' symbol inside. If you tap on this, it will add the book to your wishlist. In this way you can store books that you may want to buy in the future. Now from within any Google Play Store interface, if you select the top-left Menu icon you can view the wishlist via the 'My wishlist' option.



4: Add bookmarks to pages

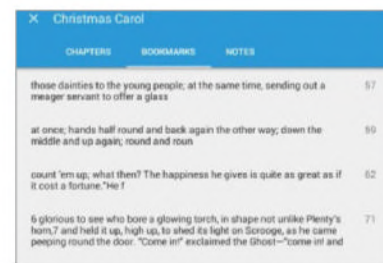


1: Start reading your book
From the My Library section, tap on your book's thumbnail image.



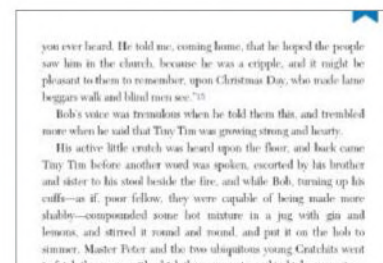
2: Add bookmark

Now tap the screen and via the top-right menu, select Add bookmark.



3: Access saved bookmarks

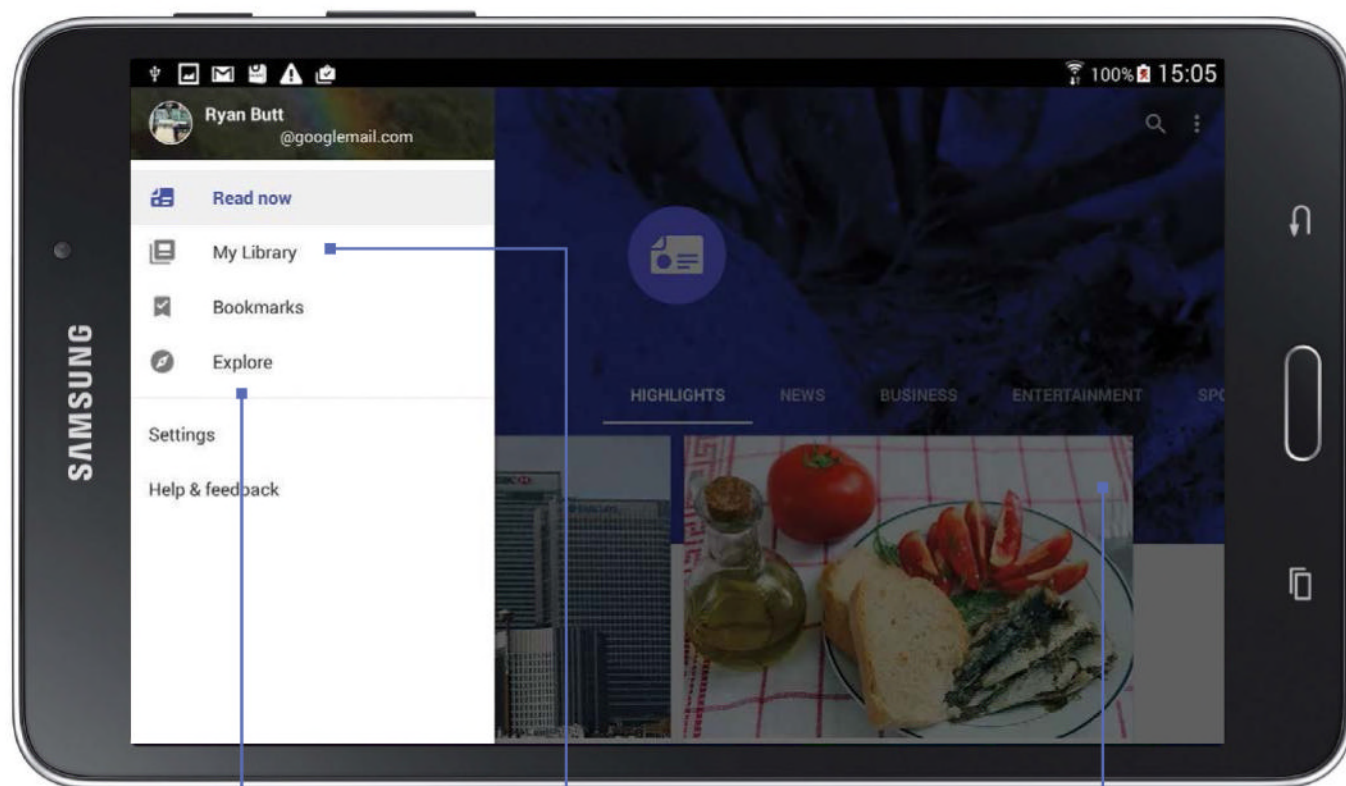
Now tap the bottom-left corner icon and then choose the Bookmarks tab.



4: Skip to bookmarked page
Next, tap on a bookmark from the list and you'll be taken straight to the page.

Play Newsstand

Access the latest news headlines and a huge variety of magazines whenever you want to



Discover new things
Newsstand is all about discovering interesting news and fascinating magazines

Your personal library
All of your magazines and news preferences can be kept together for easy access

Perfect presentation
The news and magazines are presented cleanly for reading on any Galaxy device

Play Newsstand is a dual-purpose app that brings a raft of news headlines to your Galaxy throughout the day and which also lets you subscribe to digital magazines. This method of presenting two streams of reading material actually works very well and means that whenever you have some spare time to catch up with the news or read a favourite periodical, you simply need to tap the icon and dive straight in. You can customise all of the news sources to just the

ones you prefer, but you will likely find that you discover many more thanks to the way the app pushes the main headlines to you. Indeed, if anything there are almost too many sources and so you may need to curb your natural instinct to consume as much as possible.

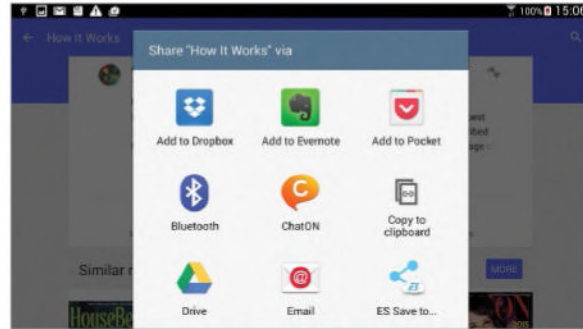
The news section of the app is designed for accessing multiple times during the day and works as a more logical alternative to the browser, which is of course a way into the vastness of the internet.

For digital magazines, Newsstand helps you to quickly subscribe to new titles, build up a library of reading material and perhaps most importantly, consume complex magazine pages with ease. There are subtle navigation tools built in which let you read only the text, zoom in to specific articles or gain an overview of what the paper version looks like. It caters for all scenarios and we will take you through all of the main areas of the app so that you can make the most of Play Newsstand.

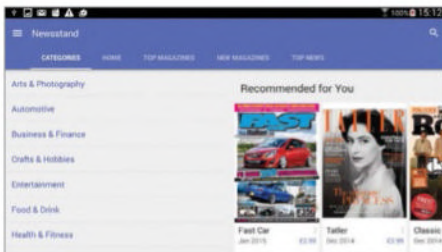
Read the latest news and magazines

1: Share a magazine with friends

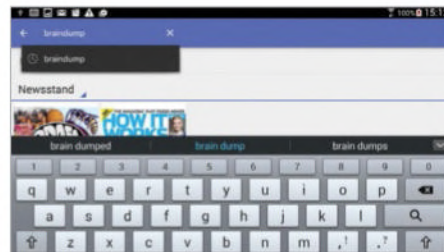
Search for a magazine in the Magazines section of Play Newsstand and when you tap on the title you will be taken to the Play Store listing for it. Tap the sharing icon at the top to bring up a panel of options, then tap the service you want to use and complete the process. It takes seconds to share any title or single issue with friends.



2: Browse for news and magazines



The news in the Newsstand is broken down by publication or topic and you can dive straight in and start reading whenever you want to catch up with the latest happenings. It is constantly updated, always relevant and presented perfectly for any Galaxy screen. For magazines,

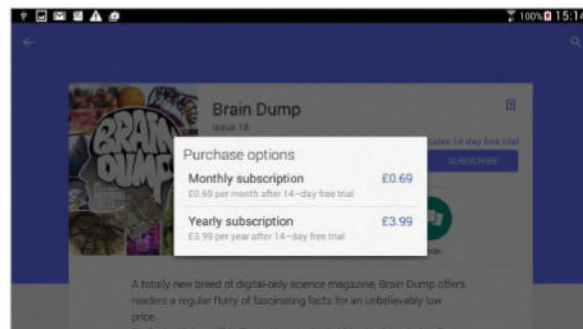


you will need to tap the search icon after hitting the Magazines option to find titles, and you can search by name or a vague topic. There is a huge range available so you should always expect to find everything you need. The search interface is also very easy to use.

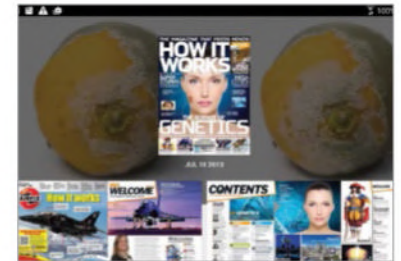
"The news is constantly updated, always relevant and presented perfectly for any Galaxy screen"

3: Subscribe to a publication

When you find a magazine that you like the look of, tap the Subscribe icon to set up a rolling subscription to the title. You can also buy a single issue for the price quoted, but subscriptions usually offer better value. A 14-day free trial should be available and you can choose whether to subscribe month by month or for a year.

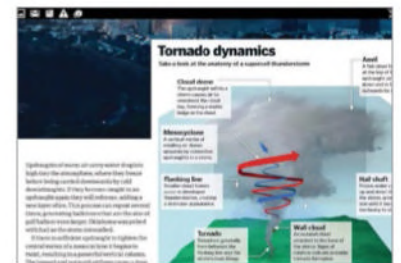


4: Navigate a magazine



1: The initial view

The standard view is more of an overview than a readable setup.



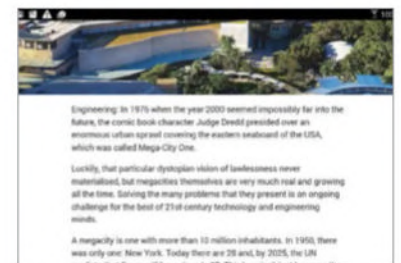
2: Zooming in

You can zoom in with two fingers or by double-tapping at any time.



3: The bottom bar

Tap to bring up the navigation bar, which lets you jump to specific pages.



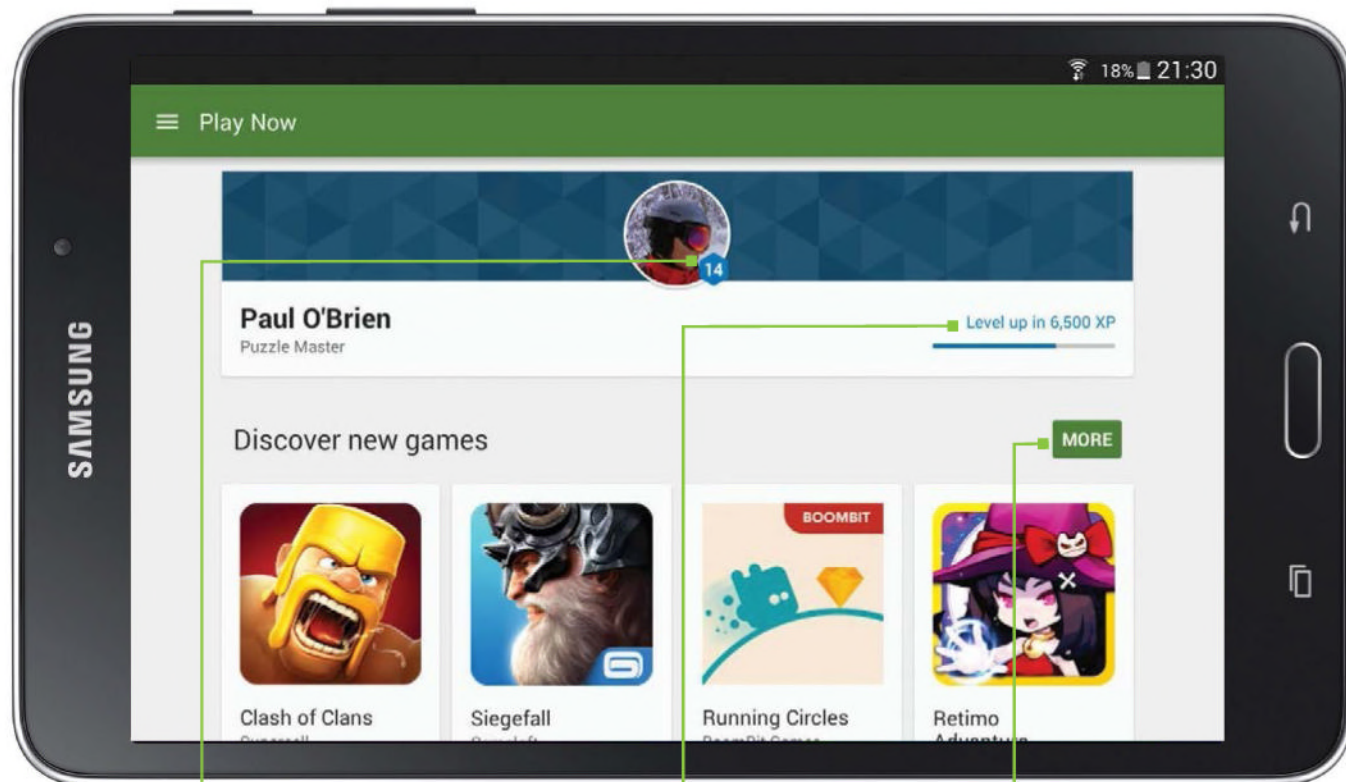
4: View the text

Tap the screen and the top-right icon to view cleaner text only.



Play Games

Google Play is your gateway to online features when gaming on your tablet



Know your level

Your level number is displayed on top of your display picture and a text description is below your name

Get promoted

A sliding bar indicates how many 'XP' (experience points) you need to earn in order to get to the next level

Discover new games

The bulk of the main screen is devoted to helping you discover new and interesting Play Games compatible downloads

The Google Play Games app is designed to make playing games on your Android device more fun! It allows you to compete with friends from your Google+ contacts list, track your achievements in compatible games and pick up where you left off on any of your connected devices. Provided the developer has added full support, you should never again have to restart a game just because you have a different device.

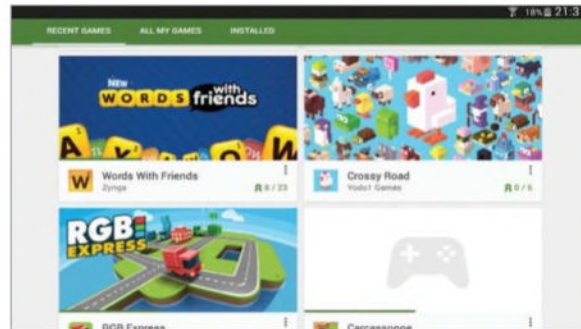
Play Games includes support for multiplayer games, letting you play against friends in real time or on a turn-by-turn basis, and then track progress on leaderboards. As you build up your gaming skills, you can show off your progress in your own game profile (you can also keep your game profile private if you prefer). Lots of different types of games are supported, so whether you're into action, strategy, racing, sports or puzzle games you can be part of the Play Games community.

One of the most satisfying aspects of Play Games is the achievements feature. Just like on a console, achievements are awarded as you progress through a game. You'll see a pop-up on screen as you earn an achievement and, as a reward, your experience points will increase. The Play Games application allows you to view the achievements that have been allocated by the game developer, so you can see what you are aiming for! Play Games works on tablets, phones and Android TV devices too.

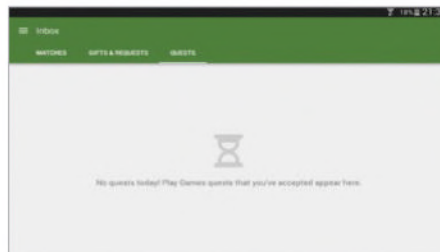
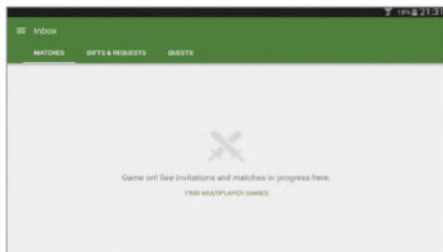
Become a Google Play Games expert

1: View your recent games

In the Play Games app, the 'My Games' tab shows you games you've recently played, all the compatible games you've played and a list of just the games you have on your device. In the 'Recent Games' view you can scroll down and see how you are doing with the achievements available in each! You can click on each game for more detail.



2: Check your Play Games inbox

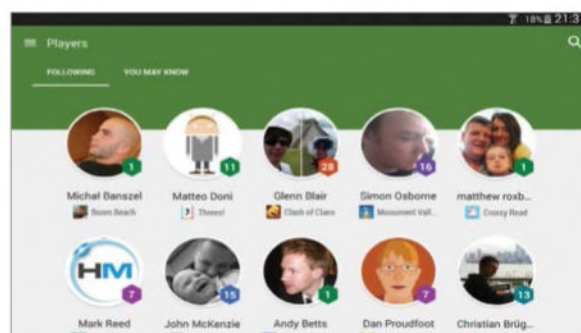


The 'Inbox' tab in the app shows you all the important information relevant to multiplayer games. For example, in your Inbox you can see all of your invitations to new multiplayer games, your status in in progress games, your gifts and player requests, as well as ongoing quests. The gifts mechanism allows developers to implement the sending of content between different players in a game, which is perfect for transferring in-game items or resources to other participants. Some games also offer the option to accept and pursue 'quests', which are specific gaming challenges that you have an allocated time period in which to complete – this could be both on your own or with friends in a multiplayer game.

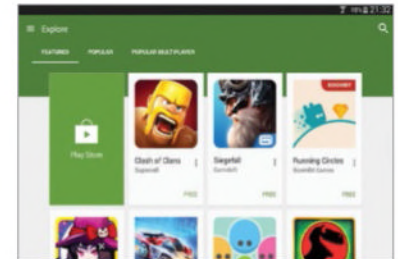
“Some games offer ‘quests’, challenges that you have a specific time period to complete”

3: Invite your friends to play

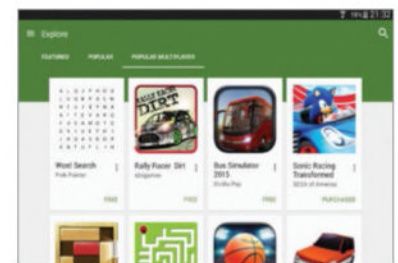
One of the key benefits of Play Games is the social nature of the service. You'll find information on which of your friends are playing in the 'Players' tab of the app. This is split into 'Following', which contains a list of people from your circles, and a section suggesting people you may know. You can follow them or view their game profiles.



4: Explore compatible games



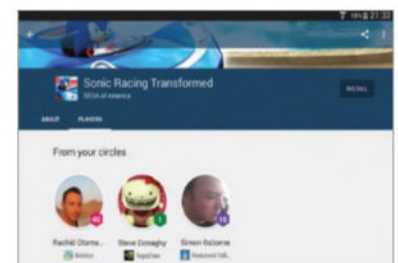
1: View featured games
The 'Explore' tab lists featured games with links through to the Play Store.



2: Find multiplayer games
This tab also includes a view dedicated to finding popular multiplayer games.



3: See what's on offer
Click an app to see features on offer. You can also view the leaderboards.



4: See who's playing
A games 'Players' tab lets you easily see if any of your friends are playing.



GALAXY Apps

Understand Samsung's alternative to Google's Play Store, which offers some unexpected benefits



Main menu

Tap here to bring up a menu where you can access settings, your wishlist and much more

Search

Tap the magnifying glass to search for a specific app, or browse by category with the icon to the right

Handy tabs

Get a quick glance at recommended apps and filter your results with the Top tab

The Google Play Store dominates the world of Android apps and it is available on all Galaxy devices, but Samsung has an alternative which offers some surprises and an experience that is equal to, if not better than, the more popular option.

You will see the GALAXY Apps icon nestled on the home screen and upon opening it you

will be given the opportunity to set up a new account. No matter which type of account you use, access to thousands of high-quality apps will immediately be available. You can use the navigation bar at the top of the main interface to go to the various sections, but there is also a handy search function. When you have found an app you are considering downloading, you

will also be shown a selection of similar apps and other solutions from the same developer (Fig 1). This means that no matter what you are looking at, the app is designed to help you discover new apps that may be worthwhile to you at every available opportunity.

If you imagine that GALAXY Apps is like another store that offers the same thing

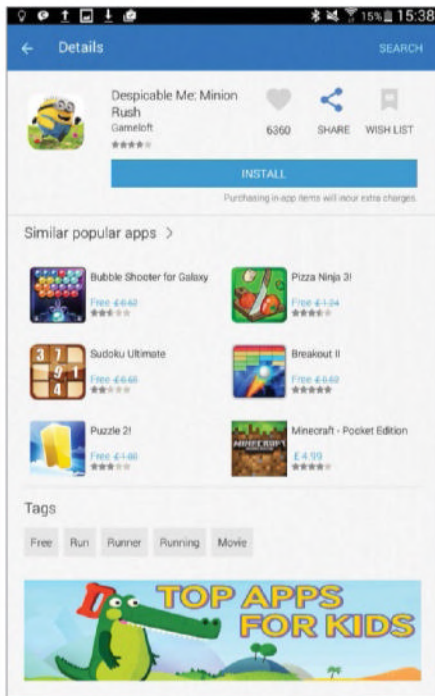


Fig 1: Every single app listing includes related titles

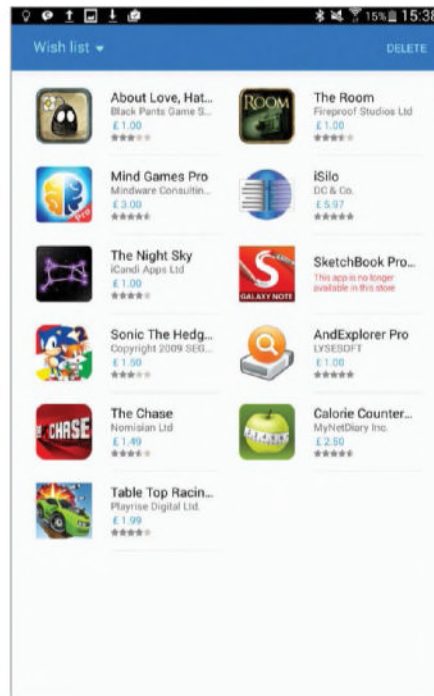


Fig 2: Keep a handy list of apps you want to download

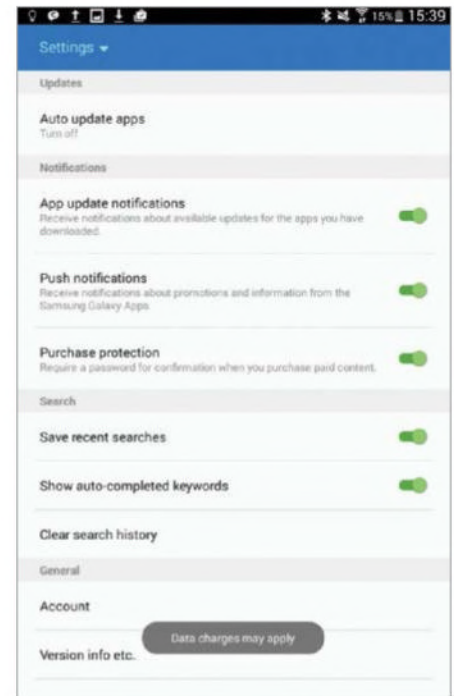


Fig 3: The updating process is similar to Google Play

as its rival, then you will be able to take full advantage of it. You can easily compare pricing between the same apps on both stores, which will almost always be worth doing because each store offers different discounts at different times. We found many popular apps discounted or even reduced to free in GALAXY Apps. So if you shop around, just as you would do for anything else, you may be able to grab yourself a bargain. The

“We found many popular apps discounted or even reduced to free”

two stores also have to compete, which potentially causes a general lowering of average prices, so everyone wins.

As with all app stores, the main problem will always be the sheer volume of solutions available, which can make it tricky to navigate and choose which app is best for you. The Wishlist function lets you simply tap a bookmark icon at the top of the screen when viewing any app to create a simple list of potential purchases for you to consider (Fig 2). You can easily delete any of the apps in your wishlist or keep them there in case they are discounted in the future, but either way you will never forget about interesting apps. Read on and learn how to shop with confidence.

Throughout the GALAXY Apps experience, similarities to the Google Play Store will be noticeable, and this is actually an advantage if you are familiar with it. Dealing with updates is done in an almost identical fashion (Fig 3), so is perusing apps by category or getting recommendations from Samsung. Indeed, when you download an app or game from GALAXY Apps it will look exactly the same as if from Google Play and you can delete the app

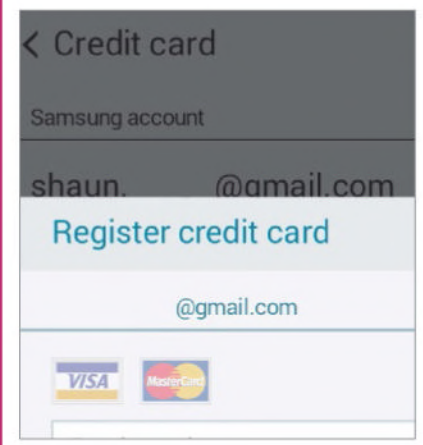
through the standard Galaxy settings if you so wish.

We will take you through all of the main areas of GALAXY Apps and the features to look out for, plus offer some insight into setting up your account and dealing with updating apps. Despite the fact that Galaxy devices come preloaded with many apps, the third-party solutions available are what ultimately make any Galaxy smartphone or tablet able to do almost anything you want. From console-quality games to tools that you will use every day, GALAXY Apps offers them all – often at very low prices. The more you use GALAXY Apps, the more flexible and usable your Galaxy device will become.

Ways to pay

Pay how you want to

Open the main menu in GALAXY Apps and then select Settings>Payment methods. You will now be offered two options: ‘Credit card’ and ‘Gift cards and vouchers’. If you select credit card, you will need to enter all of the standard information, but remember that you could potentially be making multiple small purchases on it in the future. The gift card and voucher option is naturally a more secure choice.

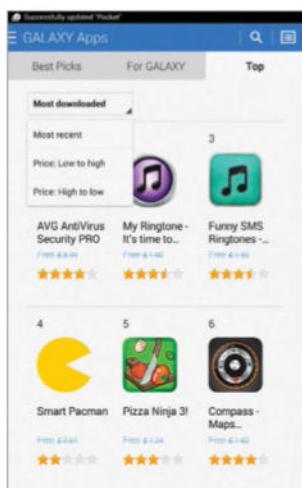
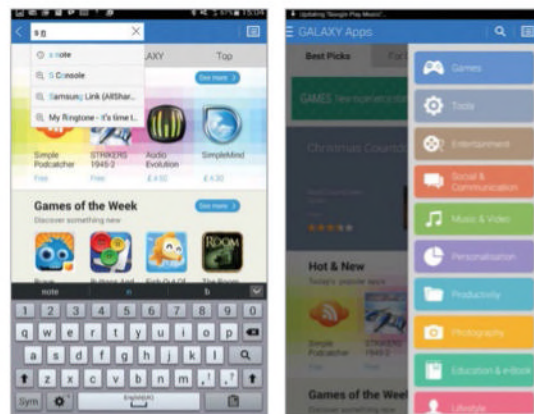


Find perfect apps for your Galaxy

1: Search for new apps

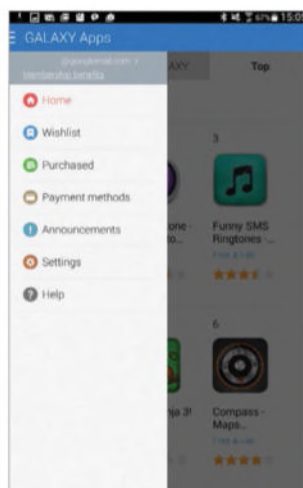
When you open GALAXY Apps you can search for any app in a number of ways. First off, the main home screen will display some recommended apps or app categories for you to browse and see if anything takes your fancy. Tapping the magnifying glass in the top bar will allow you to search for an app by its name. Type the title you're looking for into the bar, and your Galaxy will display results that match what you have typed. These will often be ordered based on the most popular apps related to the word or phrase you have typed. By tapping the square list icon in the top right of the home screen, you'll be presented with a colourful list of app categories. Scroll through these and select the category you're after, then see what apps are on offer.

"These will often be ordered based on the most popular apps"



2: Organise and filter your searches

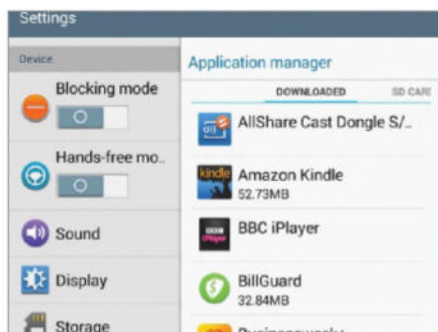
On the main home screen, you'll be presented with three tabs: Best Picks, For GALAXY and Top. The Best Picks screen presents a selection of app recommendations for you to peruse. For GALAXY is a little more specific, with apps grouped by subject such as 'office use' and so on. Finally, the Top tab allows you to filter results based on most downloaded, most recent, and by price. Unfortunately, you can't really drill down much further currently, and these filters aren't present within the category searches.



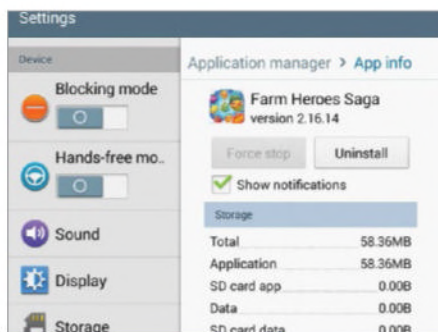
3: Create a Samsung account

Tap the three-lines icon in the top left-hand corner to bring up the main menu. Tap Settings and from there you'll be presented with a number of options. Under the General heading, select the Account option. If you are already logged in using your Samsung account you'll be able to view your profile and edit any details if necessary. If not, you'll be able to sign up for a Samsung account, which will then open up all the wonders of GALAXY Apps and much more beyond the app.

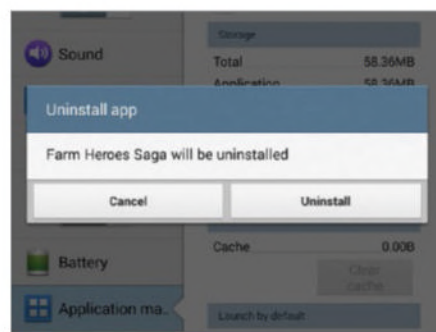
4: Remove a Samsung app



1: Go to the application manager
Go to Settings>Devices>Application manager and find the app you want to uninstall. Tap it.

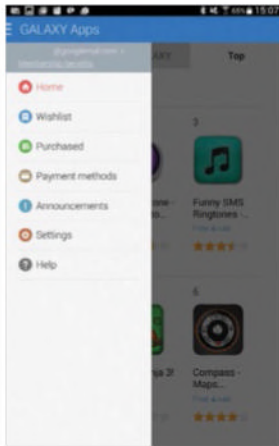


2: Time to uninstall the app
Tap Uninstall and then confirm in the next screen to completely remove the application.

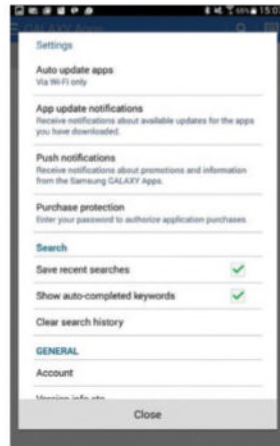


3: Uninstall in GALAXY Apps
You can also navigate to the app you installed in GALAXY Apps and then tap Uninstall.

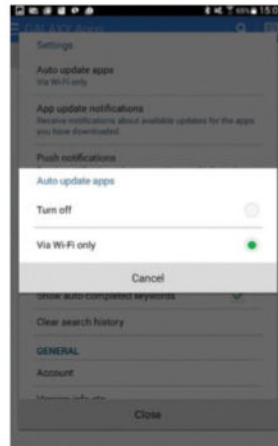
5: Update apps



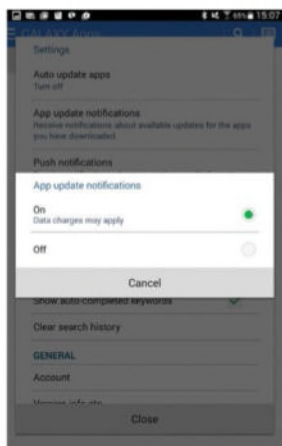
1: Locate settings
In GALAXY Apps, tap the three-lined menu icon at the top left and then select Settings. You will see all of the main app management functions at the top of the screen. You can use these to tweak to suit your specific update requirements.



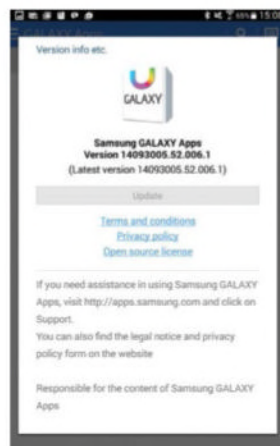
2: A rich list of settings
The main update settings are broken down into three sections: how and when you want to receive updates, if you want to be notified of available updates and if you want to receive general notifications about the GALAXY Apps store.



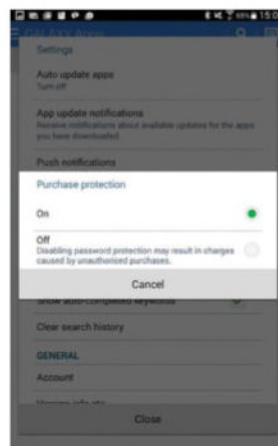
3: Auto updates
Tap the top option and then decide if you want to allow updates to be completed automatically via Wi-Fi or if you want them to be disabled completely. You can also choose to update over a mobile connection if you so wish.



4: Get notifications
The second option lets you choose if you want to be notified when updates occur. We would advise you to enable this setting, but remember that some nominal data usage will still be required to allow notifications to be made.

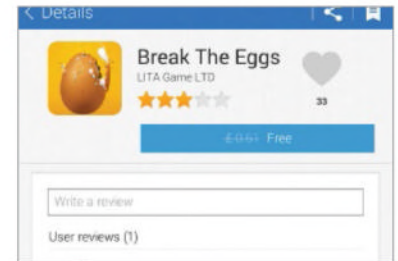


5: Update main app
Tapping 'Version info etc' at the bottom of the screen will show you which version of GALAXY Apps you are using. This will also tell you whether an update is available. It's advised to make sure GALAXY Apps is updated as often as possible.

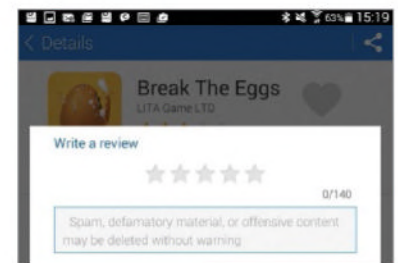


6: A familiar setup
As you may notice, Samsung has been careful to make sure the app update process as similar as possible to the Google Play Store setup. This means that if you are familiar with one, you will automatically understand the other.

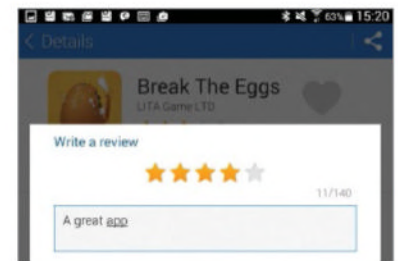
6: Rate and review apps you own



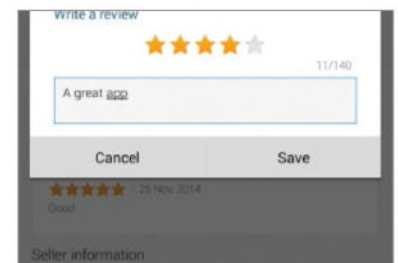
1: Choose an app to review
Find an app you own. Tap the Reviews tab and the empty box.



2: Add a review description
Enter your thoughts and try to make them accurate and reasonable.



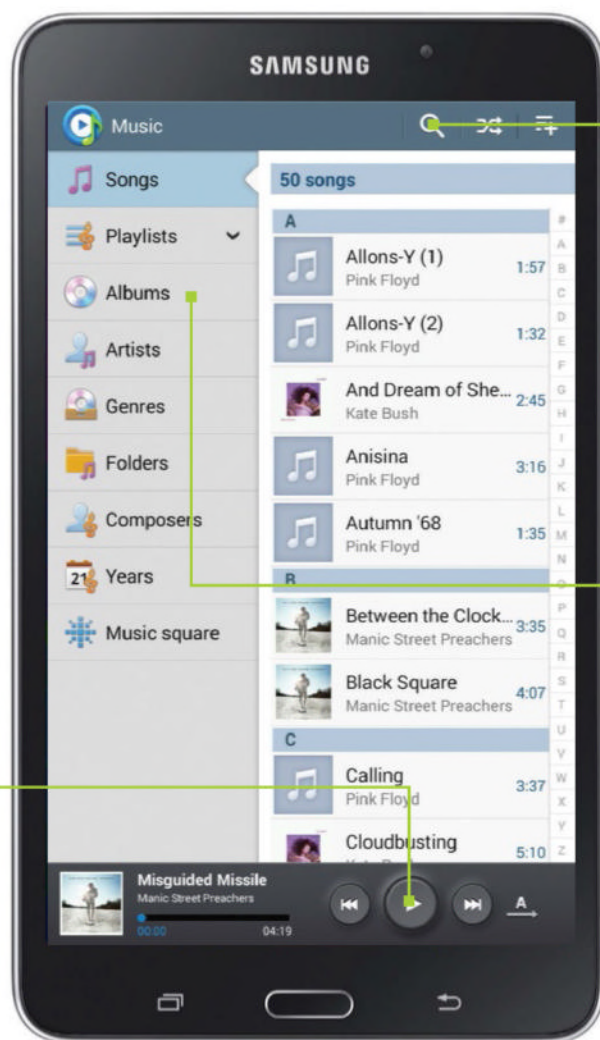
3: Add a personal star rating
Tap the number of stars that you believe the app deserves.



4: A finished app review
Your comments and star ratings will now be published for others to see.

Music

In this guide we tap into the default Music app and showcase its features



Searching
While the tabs are useful for locating tracks to play, you can also use the search icon

Music tabs
When you first launch the Samsung Music app, you can select music via the top tabs

Playback controls
The interface can also be used to control your music via the bottom playback controls

We remember when the music side of mobile devices was merely an afterthought, and it's probably one of the reasons why people had a separate MP3 player to get their music fix. However, the roles have now reversed slightly and the music player built into Samsung Galaxy devices is a capable performer for storing and playing

back music. Granted, the model of your device is still key, in terms of how the music sounds via the speakers, but with a respectable pair of headphones and enough storage you will still be rocking out to music – on the bus, while running or simply chilling out – in no time. The tutorials here are based on the Samsung Galaxy Tab 3, but the app is pretty

much the same as other Galaxy devices; it's only been cosmetically altered and a few of the terms have been changed, such as the Tracks tab is now called 'Songs'. On the whole the app provides plenty of features for handling your music. For example, those tabs are a key part for not only gaining quick access to tracks – based on album title or artist



Fig 1: Music Square helps you choose music based on mood

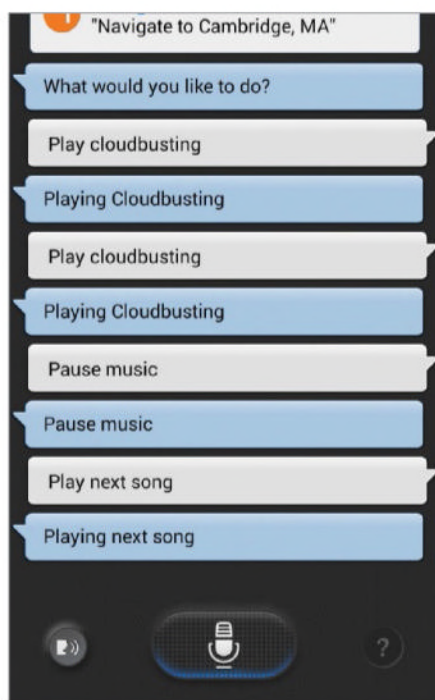


Fig 2: On newer Galaxy devices you can control music via S Voice

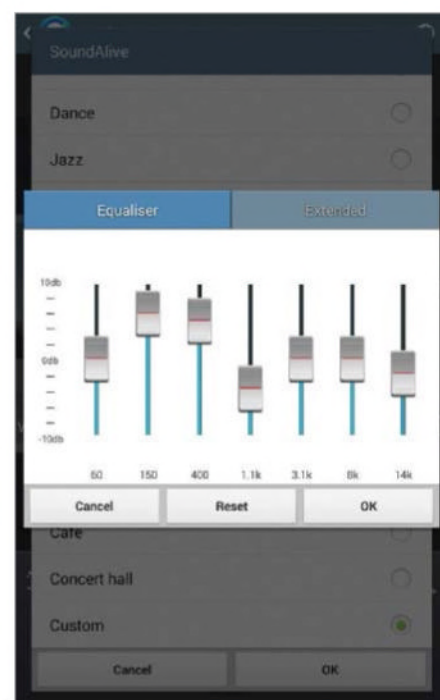


Fig 3: The equaliser dynamically adjusts music output

– but they also reveal some of the advanced features. One of these is called Music Square (Fig 1) and the best way to describe this function is it allows you to select music from your library based on a given mood. For instance, you may want some chill-out music, so you can simply tap a square next to the Calm header and hope the Music app delivers.

Another way the app can enhance your music is by using the Playlists function. Most

is the large full-screen player that displays large album art in the centre of the screen and a series of playback controls at the bottom. However, the playback controls can also be accessed from the Android notifications bar at the top of the screen or via the lock screen – the latter is particularly useful if you want to access music on the move, plus it can help reduce battery drain. Speaking of playback controls, these consist mainly of the standard

“Music Square selects music from your library based on a given mood”

people will be aware of how these work, but for those who don't a playlist is basically a collection of music from your library that can be grouped together to effectively create your own custom album, with only the music that you want to listen to being played.

Of course, we have mentioned the above features but you may be wondering how to get the music onto the platform in the first place? There are several ways to do this, as highlighted in the 'Importing music' boxout on this page (including how to retrieve missing album art).

When it comes to playing back the tracks, the app also has several versions of its default play-back controls. The most notable of these

forward, rewind and pause/play buttons. Plus some advanced functions such as shuffle, which randomises the music, and repeat.

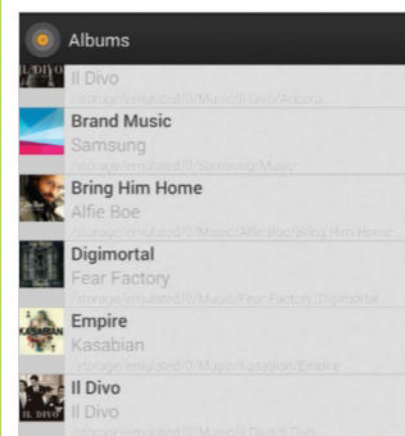
Alternatively, you can use the new S Voice app (device dependant) to control music playback such as changing tracks (Fig 2). However, we will be discussing another advanced option in the 'Listen to your music' tutorial later.

Additionally, from the default player you can quickly access the equaliser function (Fig 3), which Samsung now calls 'SoundAlive'. The equaliser will dynamically adjust the music output and this works best with a pair of headphones as most of the options will be available to you (plus it adds more immersion).

Import music

Get music into the app

The standard method of importing music is to plug in your device via USB and then locate a folder on your computer with music in it, copy and paste this into the Samsung's music folder. If you do this via Windows 8, for example, it will also convert music to the device's correct format. Mind you, we recommend downloading Album Art Grabber from the Google Play Store.

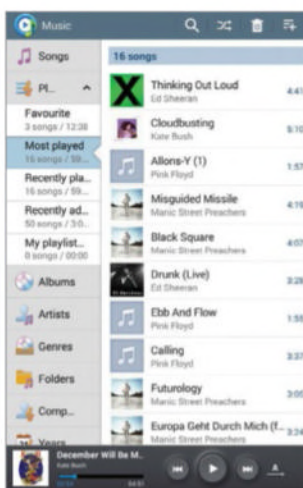
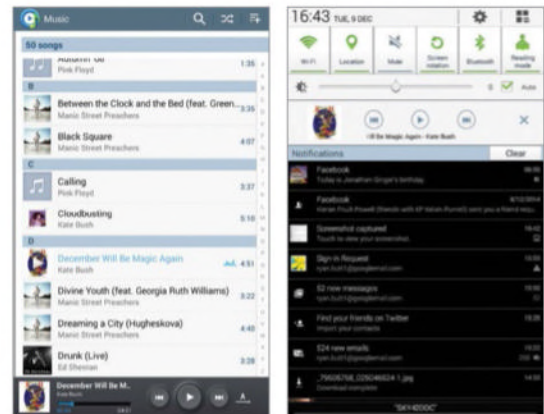


Listen to and handle music tracks

1: Listen to your music

After opening the Music app, select a tab – Tracks, for instance. From here you can tap on a track or use the 'Shuffle tracks' option at the top to play through the list randomly. Both options will bring up the standard playback controls (rewind, play etc) to control the music. These controls can then be accessed from the previous screen by pressing the Back button. Alternatively, you can bring the notification bar down or access them via the lock screen. The standard player also provides a handy album track list icon at the bottom-left corner or you can use the repeat icon above (tap until a '1' appears) to loop the track. You can also listen to your music with your headphones and tap the in-line call/answer button to pause/play music or double-tap the latter to change tracks.

"The standard player also provides a handy album track list icon"



2: Create playlists for your music

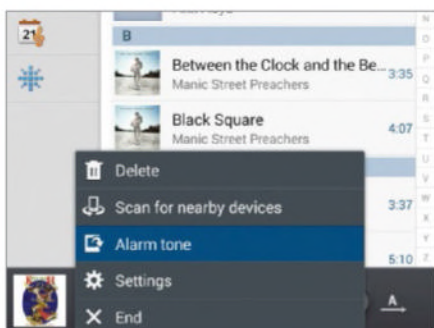
To create a custom playlist (of all your favourite tracks), you first need to tap the Playlists tab from the main interface and select the 'Create playlist' option at the base. You then need to give your custom playlist a name (eg 'Gym Workout') and then tap OK. From the resulting screen, you need to tap the '+' icon at the top to add music from your Tracks, Albums or Artists tabs. Once this is finished, simply tap on Done and the playlist is now created and accessible from the My Playlists section.



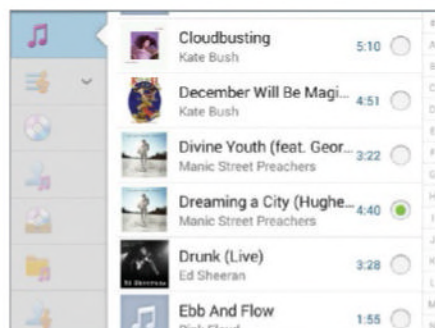
3: Use the Music Square feature

An alternative way of listening to music is to launch the Music app and from the top row of tabs, select Music Square. As the name suggests, a square will now appear with the words 'Passionate', 'Exciting', 'Joyful' and 'Calm' dotted around the edges. The premise here is to tap initially on a square nearest to your mood and the app will then start to play the track it feels matches your request. Alternatively, you can tap on a square from say 'Calm' and then swipe up to 'Exciting' to get a mix of results!

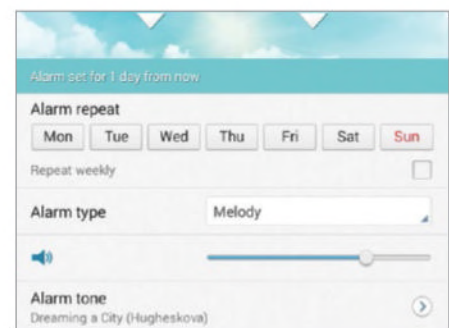
4: Set track as an alarm tone



1: Pick your preferred music track
Tap the menu button and then choose the Alarm tone option from the list.



2: Select track
Now select the song that you would like to use as your new ring tone.

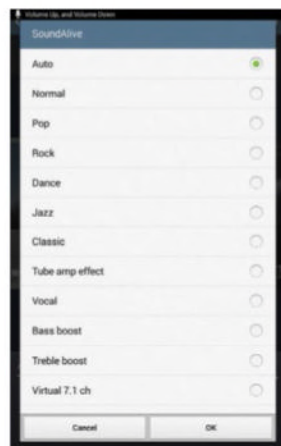


3: Set your newly saved alarm tone
On the next screen, tap '+' to set/save your alarm. Your new tone is already added.

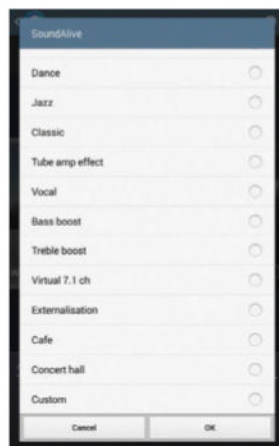
5: Set equaliser to enhance your music



1: Bring up equaliser
First plug in your headphones (provides all features) and then start to play a music track of your choice. Once this track is playing, tap the volume icon at the top and then look for the 'Sound Alive' equaliser icon below and press this.



2: Set to Auto mode
When you get to the main equaliser screen, you will see a large list of presets based on different styles and genres of music. By default the equaliser should be set to Auto as this provides a well-balanced sound scope for all types of track.



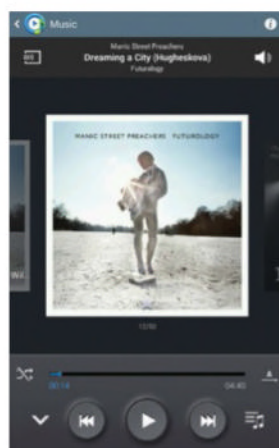
3: Create custom
By all means try out the alternatives to see what works best for the music that you listen to, but if you would like to create a custom EQ based on your listening preferences then scroll down through the list of presets and then select the Custom option.



4: Adjust the levels
A set of EQ controls will now appear on the screen. Press and hold on the various sliders and then move them up or down to adjust the sound. If you aren't happy with the results then simply tap the Reset button to start all over again.

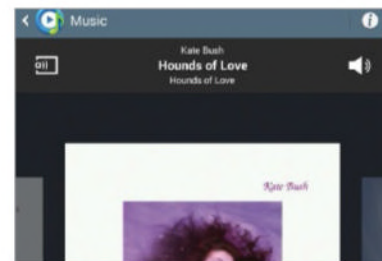


5: Extended options
While on the Equaliser screen, tap on the Extended tab at the top and you will be able to go to town with adjusting the bass, reverb, room size and the clarity of the sound. There is even a 3D option to select which can really bring your music to life.



6: Hear the difference
When you have finished making your adjustments, tap on the OK button twice to back up to your music library. Now you can start listening to your music the way you want it to sound. You can continue to make further adjustments at any time.

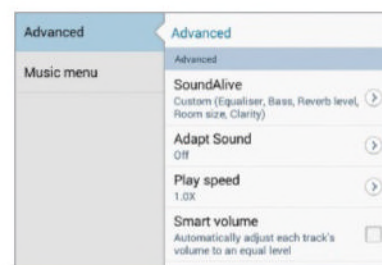
6: Track info and display options



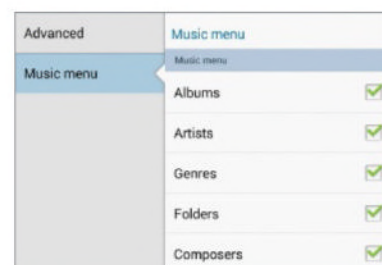
1: Access the details option
Launch your track, then tap on the small 'i' icon in the top-right corner.



2: View information
All information relating to the track will now be displayed on the screen.



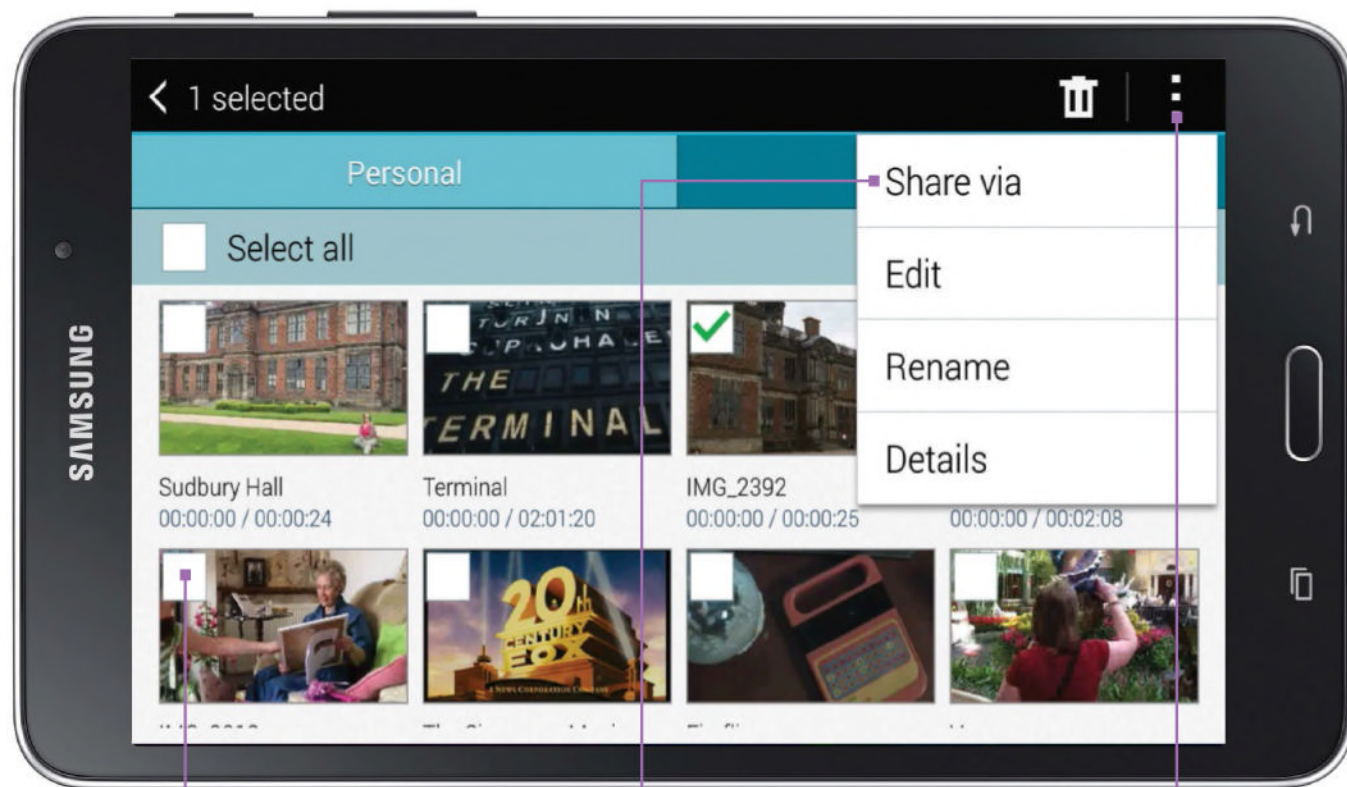
3: Select what to view
You can determine what is displayed in the music menu by going to Settings.



4: Music menu
Tap on the Music menu option and tick and untick the boxes of the categories.

Video Player

We take a look at the features of the default Video Player app on the Samsung Galaxy Tab



Animated thumbnails

Any compatible video format is displayed in the Video Player app as an animated thumbnail

Share your private videos

Long-pressing a thumbnail and then using the three-dots menu allows you to share videos

Delete or rename

You can also delete videos via the top bin icon or rename them via the three-dots icon

The default Video Player app on the Galaxy Tab is ideal when boredom relief is required, as it allows you to play back compatible videos that you've recorded from your camera or imported to the phone. Hint: For tips on the import process, check out the Samsung Link/Kies sections of the book (page 148 and 154).

While we don't want to get too technical here, the Video Player only supports a set number of video formats/codecs. However, if

you import a video, from say a Windows 8 PC, it'll provide the option to convert it into the correct format if needed, which is a nice touch.

Once videos are on the tablet, you will then find an intuitive interface that's split into two tabs: Personal and Devices. The Personal tab holds your videos, but what's cool here is that they're displayed as animated thumbnails, so you get to see a preview of the content before you play them. Additionally, if you long-press on a thumbnail, you can tap into the main

menu to rename the videos or do some editing on ones captured with your camera.

The Devices tab, on the other hand, enables you to stream videos that are stored on Samsung Link-enabled devices, such as a PC.

During video playback you also get some nifty features, such as being able to output the display to Samsung Link-enabled TVs or tap into a Picture-in-picture (PiP) function which allows you to view the video inside another app.

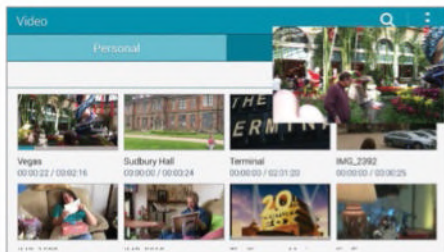
Play back and edit videos

1: Play your videos

Within the Personal tab section of the app, select a thumbnail to begin playback. From here, tap the screen lightly to bring up the standard playback controls: volume, pause/play and fast-forward/rewind (skip to another video). Additionally, at the bottom-left corner you have a scale icon which allows you to adjust the video to the screen's dimensions.



2: Use pop-up play within an app



Select one of your thumbnail videos to start full-screen playback and then lightly touch the screen and tap on the bottom-right icon (two square symbols with an arrow). The video will now shrink to a small window and start to play.

At this point you can press the Home button and launch another app and the video will continue to play in its mini window.

You can tap the window to pause playback or close the pop-up via the top-right 'X'. Likewise you can pinch to zoom to alter the window size or use your finger to rearrange its position. To go back to the full-screen view, simply double-tap the window.

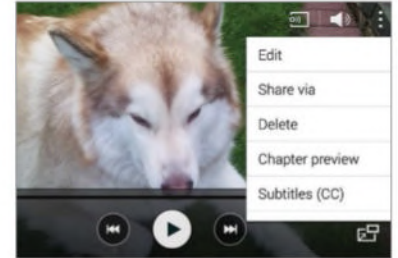
“Launch another app and the video will continue to play in its mini window”

3: Adjust the equaliser

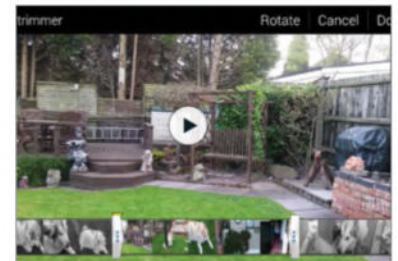
During playback, tap the screen and via the three-dots icon (top right), choose Settings. With a pair of headphones plugged in, you can then select SoundAlive to pick different equaliser profiles, such as 'Virtual 7.1 ch' surround sound. This will dynamically adjust the sound quality and would be ideal for action films! Tap Done to save your preference.



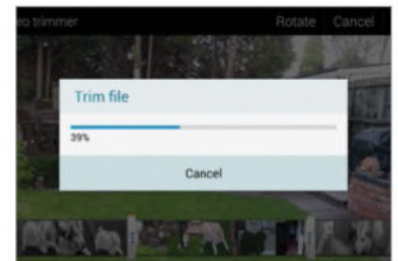
4: Trim and share recorded video



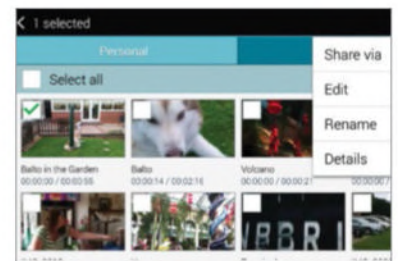
1: Select recorded video
From a recorded video, tap the three-dots icon and then Edit>Video trimmer.



2: Trim the video
Next use the left and right bars to adjust your trim length. Then tap Done.



3: Save the new video
When prompted, give the video a name and then choose OK to trim the file.



4: Share the trimmed video
Long-press on your thumbnail and from the top-right menu, choose 'Share via'.



Group Play

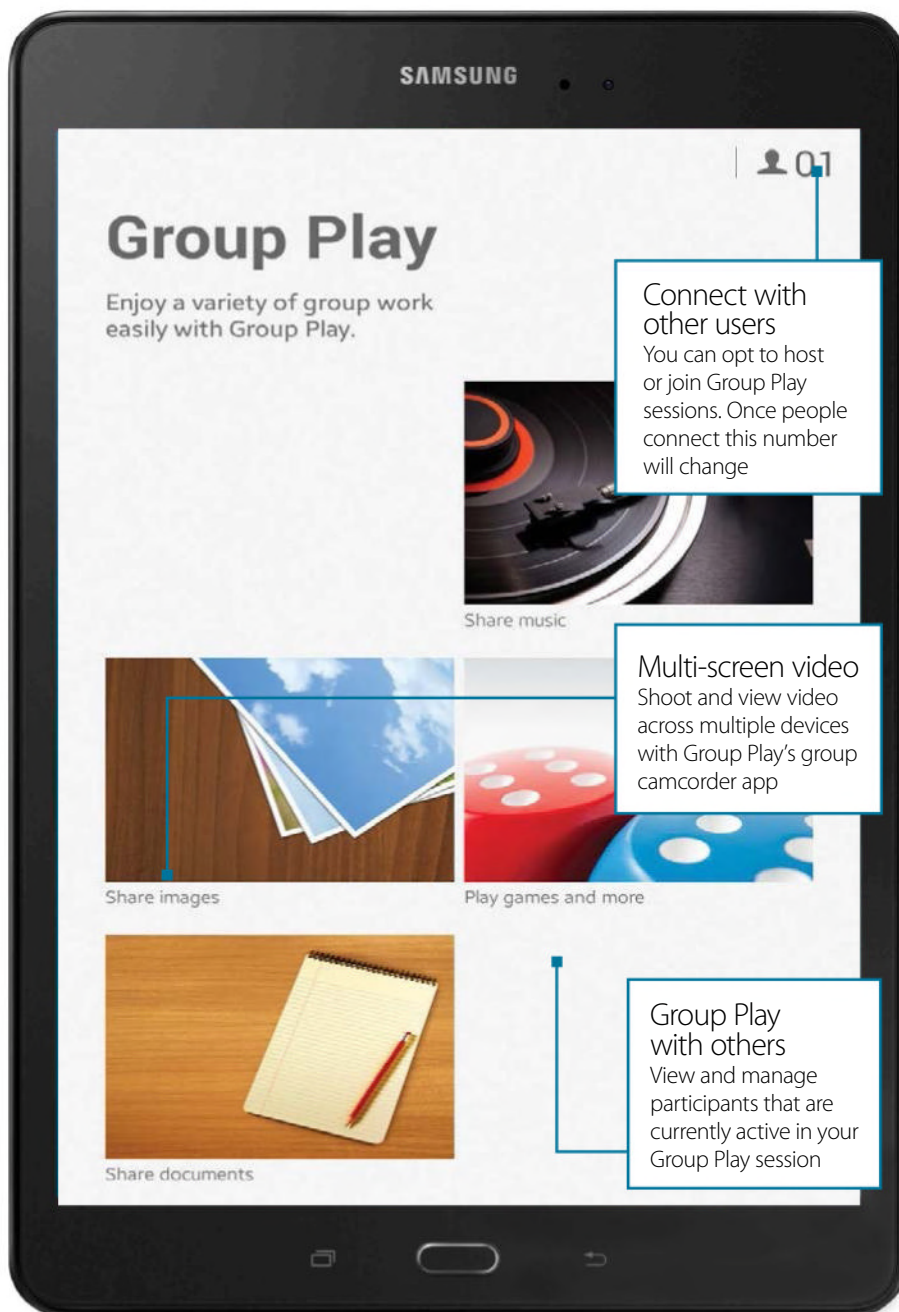
Challenge friends to multiplayer games and share media across devices with Group Play

Samsung's Group Play app allows multiple devices to connect with each other wirelessly. Within a Group Play session you can share files, music, video and photos across devices as well as play games against each other. All of this is done via a Wi-Fi Direct connection, which means you don't need a Wi-Fi router or cellular connection to use it. Samsung devices such as the Galaxy Tab are able to create a closed-circuit Wi-Fi Direct connection between each other to be able to transfer data. Note that when running a Group Play session, any standard Wi-Fi connection that you have will be turned off.

Once you've set up a Group Play session, any Samsung devices within close range to your device will be able to join your session. When a new device joins a session, you will be sent a notification informing you of this. Open the Group Play app, then tap on the participants icon in the top-right corner of the app to see who is currently present in the session. You can also look for Group Play sessions in the app's main screen, where any available sessions will appear.

When running a Group Play session, you can share videos across multiple devices, even splitting the video across up to five screens. You can also create a stereo effect by playing a song across two devices. Group Play is all about sharing, collaborating and playing with others. Group Camcorder is the most recent addition to the Group Play app. This tool lets you view the camera of other Samsung devices. As the director of a Group Camcorder session, you can switch between cameras and create your own short film. When sharing photos in Group Play you can turn on drawing mode, which lets the different participants of the session doodle and sketch over a shared image. This can also be done with documents.

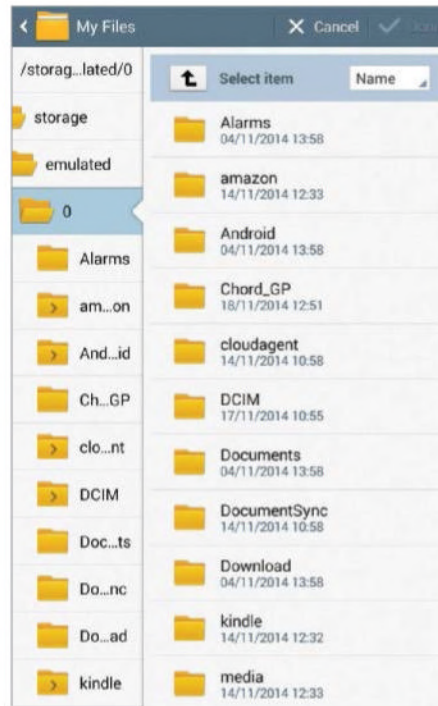
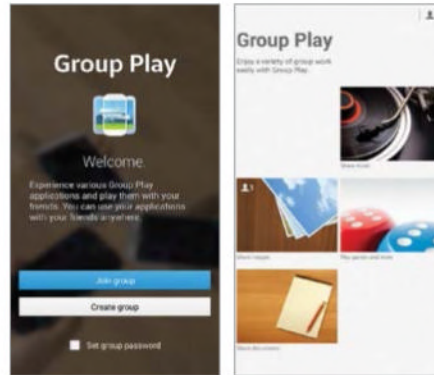
Group Play gives you and other Samsung users an innovative playground to challenge each other to multiplayer games and to share between yourselves your favourite music, videos and photos.



Game and share with other devices

1: Host a Group Play session

In the Group Play main screen, create a new group name under the Create Group subheading. This title will appear on other compatible devices looking to join a group. Any groups that are available to be joined will be shown under the Join Group subheading. Tap Set Group Password to password-protect access to your group. Tap Create and your group will become visible and accessible to nearby Samsung devices running Group Play.



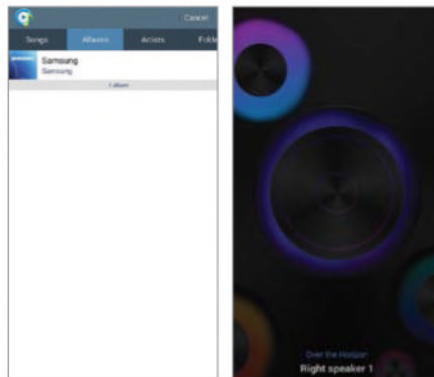
2: Share documents using Group Play

You can also freely swap files and documents between connected devices in a Group Play session. Select the Share Documents option from the main Group Play screen and you will be taken to a file browser. Navigate to the file that you would like to share and then tap the tick icon in the top-right corner of the screen. The recipients will then be able to access the shared documents for the duration of the Group Play session. You can also view documents that other connected users submit to the session, making this a cool collaborative tool to use on work projects.

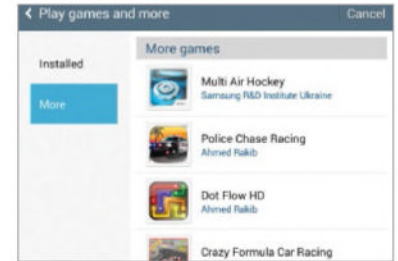
"Recipients can access shared documents for the group session"

3: Share content in Group Play

When running a Group Play session, you can share a variety of file types and media with other devices. Tapping Share Images will take you to the Gallery app, where you can select images to share with other devices. The Share Documents tool lets you send any file that is stored on your device. This option uses the Files app. With the Share Music tool you can play a song across multiple devices, turning different devices into left and right speakers.

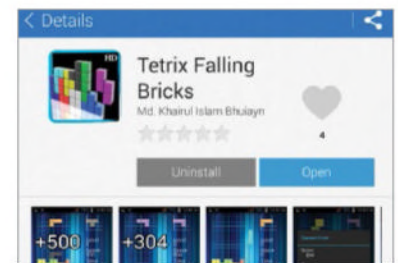


4: Challenge friends to multiplayer games



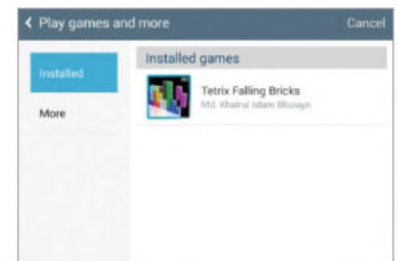
1: Group Play store

In a Group Play session, tap on the More tab to view available games.



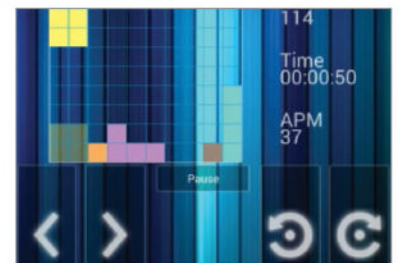
2: Download a game

Tap on any game to download and install it from Galaxy Apps.



3: Games in Group Play

Once installed, the game will appear in your Group Play session.

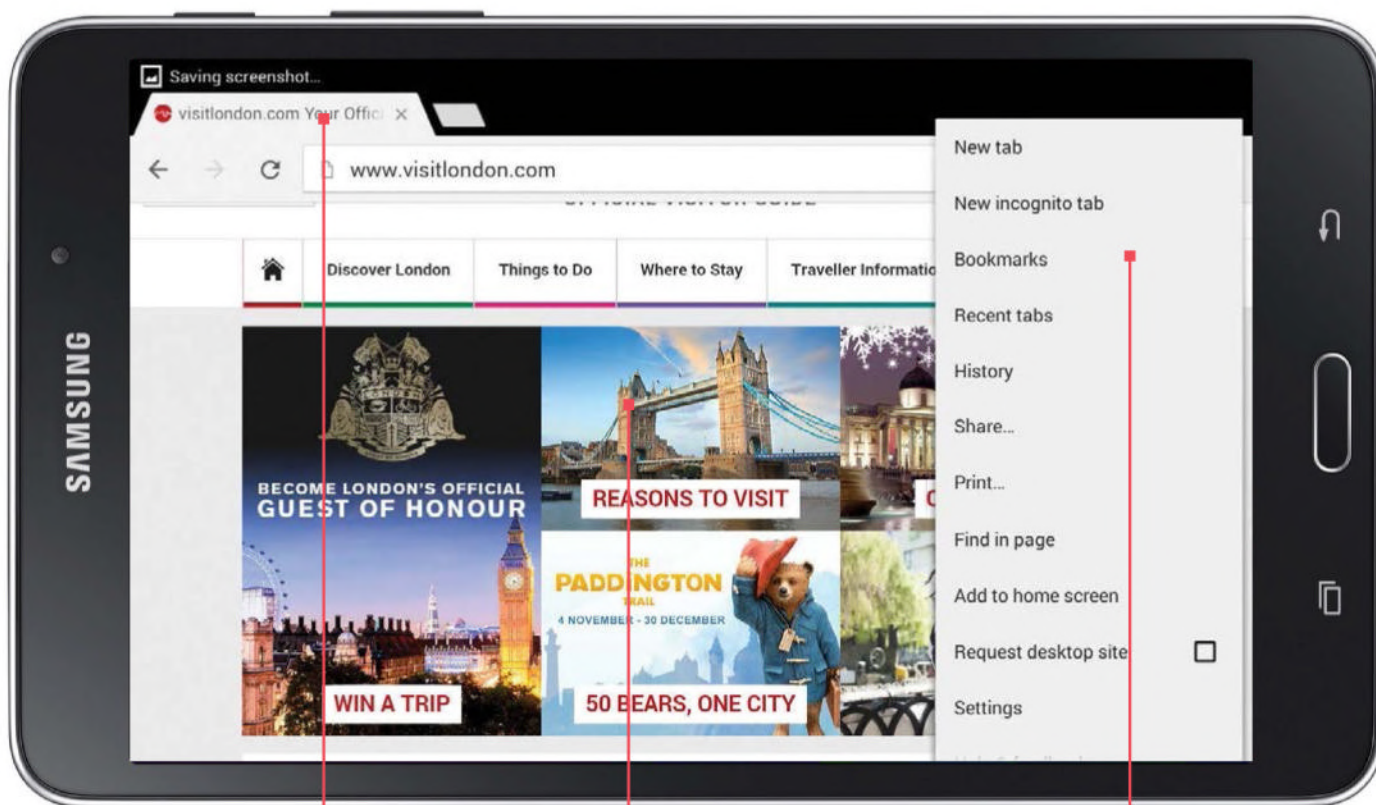


4: Challenge a player

With another person in your session, open the game to play against them.

Chrome

Experience desktop-capable browsing on a mobile Galaxy device. Chrome is simply amazing



Automated browsing
Type in any search query or a website description and autofill does the rest

Perfect rendering
Even the most complex of websites look realistic on a Galaxy using Chrome

Handy bookmarks
Store bookmarks for often-visited sites and sync them with your desktop PC

You will likely be familiar with the Chrome name because Google's desktop browser and operating system are incredibly popular nowadays, but the mobile Chrome browser is just as effective and usable as its big brothers. It is a free download from the Google Play Store, but it should already be pre-installed on your Galaxy device, ready to use. Webpages within it are rendered accurately and look like cut-down versions

of the originals with all of the imagery and content intact.

You can keep multiple sites open at the same time using tabs (Fig 1), which are displayed in thumbnails so that you can navigate between them without even thinking about what you are doing. Bookmarks can be stored and organised with ease using the simple star icon and highly usable bookmarking interface, and you can even

synchronise all of your browsing activity between the mobile Chrome browser and the desktop version. It all works just as you would like it to and this becomes apparent when you switch between the desktop and your Galaxy device. The experience feels almost identical in every way, apart from being a little smaller.

The benefits of Chrome go much deeper as well, with the ability to ensure that you are browsing in private using the incognito mode



Fig 1: You can keep as many tabs as you require open at any one time

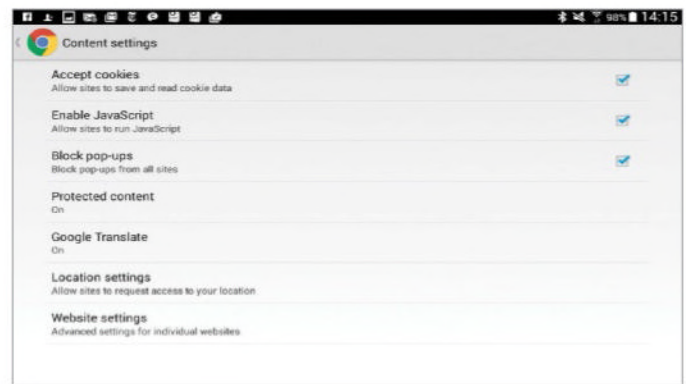


Fig 2: You have full control over how Chrome will navigate the web on your Galaxy device

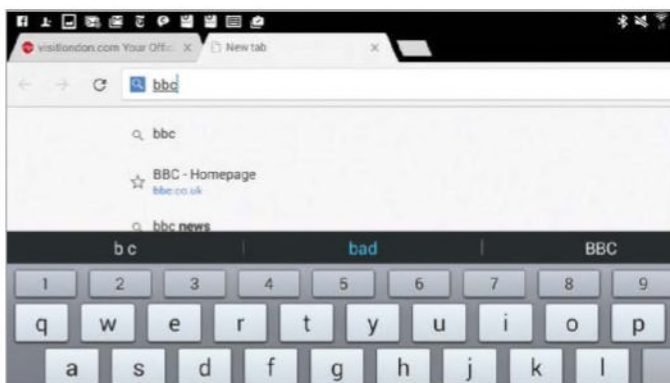


Fig 3: Autofill remembers your previous searches

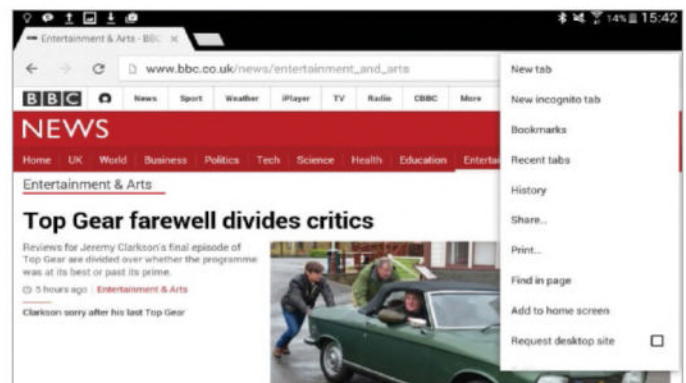


Fig 4: Remember to explore Chrome's various settings

and a myriad of settings that let you adjust how cookies, pop-ups and protected content are dealt with (Fig 2). The fact that you are using a mobile browser makes no difference in terms of your security requirements and it is always advisable to be safe rather than sorry. Google has set the bar quite high in the default settings, but it is always worth checking them to make sure they suit your particular needs.

ideal for research projects and those times when you are switching between devices to get a complicated task completed. Google has mastered the online experience and it is shown off well in on a Galaxy device.

Google has purposefully designed the Chrome browser to let the web content shine through and this cleverly hides much of the complexity, so we would advise to have a good look around the app. The more

“Google has mastered the online experience and it is shown off well in the Chrome app on a Galaxy device”

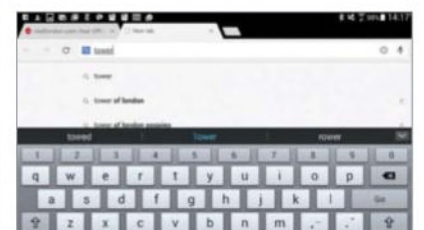
Since the Chrome app takes advantage of your Google ID, this means that it can work with many other aspects of the Galaxy's Android operating system. From keeping detailed records of sites you have visited (Fig 3) to letting you add home screen shortcuts, it is all covered. The searches you undertake will also be available in the desktop version of Chrome through syncing via your Google account, which makes it

you explore the settings menu and options available (Fig 4), the more likely you are to gain the most benefits. It is unlikely that you won't find what you need in Chrome and actually more likely that you will be surprised by everything on offer. It is an example of how a mobile browser should be designed to maximise the user experience while bringing all of the advanced features that power users will want with optimum efficiency.

Use autofill

Chrome reads your mind

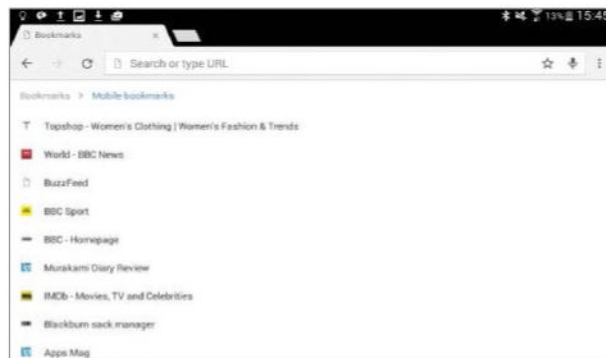
The autofill feature utilises all of the intelligence Google possesses thanks to the firm's search service and brings it right to your Galaxy tablet. As soon as you start to type a word, suggested web addresses will be shown for you to tap and open immediately. Likely matches are ranked by popularity and your browsing history will also be factored in, which means that the suggestions are uncannily accurate time and time again. Even better, start typing a question or phrase and the sentence will be completed for you in a list of suggestions.



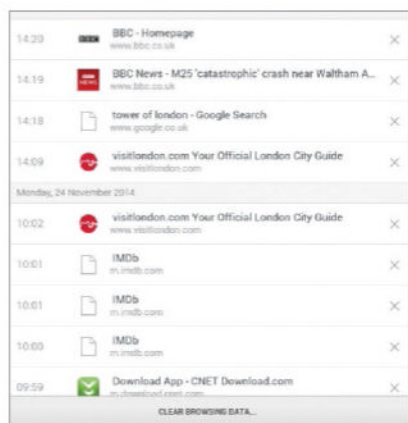
Understand Chrome's added features

1: Browse the web with Chrome

Chrome is designed to offer the best possible mobile web experience on any Galaxy device. It can handle complex websites with ease, but is also capable of rendering mobile sites in an instant to give you the best of both worlds. Once you have opened the app, all you need to do is type the web address in the top bar and the page will be rendered full-screen for you to navigate as normal. You can keep multiple pages (tabs) open at one time by tapping the small icon to the right of the top search box and then navigate through any of them with one further tap. Also, you can request desktop sites for pages that naturally display mobile alternatives by tapping the Menu key/icon and then selecting 'Request desktop site'. A quick look through the Settings in the Chrome app will also offer many customisations that you can make to ensure the experience feels right for your needs. It's extremely capable.



2: Clear your history



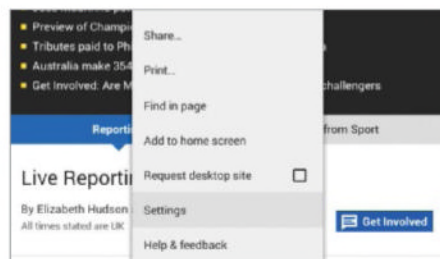
To clear your browsing history, tap the Menu key/icon and then select the History option. You will see your recent activity listed with a 'Clear Browsing Data...' option at the bottom of the screen. Tap this and your recent page visits will immediately be removed. You can also use and bookmark the URL **chrome://history/** to access this feature without going through the menus.

3: Browse using incognito mode

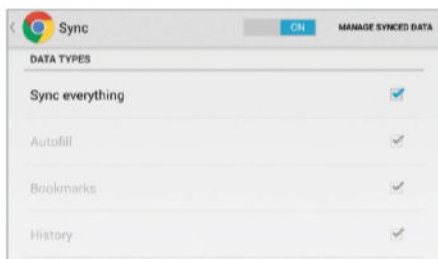


To use incognito mode, tap the menu icon in the top-right corner and then choose the 'New incognito tab' option. You will open a new window in incognito mode without being tracked at all. Once you start browsing in this mode, you will be offered the opportunity automatically to browse in this mode when you tap the new tab icon (to the left of the menu icon). There are many different reasons to use this mode and the process to enable it could not be simpler.

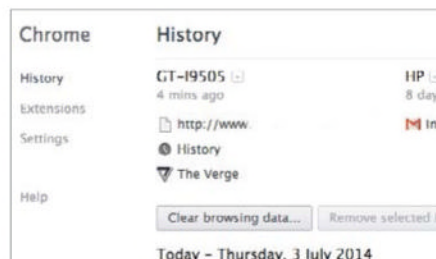
4: Sync Chrome



1: Locate synchronisation settings
Tap the three-dots menu icon (top right) and then select Settings to start setting up the sync process. You will see your Google account name at the top – tap this and then make sure that Sync is set to 'On' at the top of the screen.



2: Choose what to synchronise
You can now choose exactly what you want synchronised from Chrome on your Galaxy. If you choose 'Sync everything', it will all be synchronised, but you can choose just bookmarks and history if you so wish.

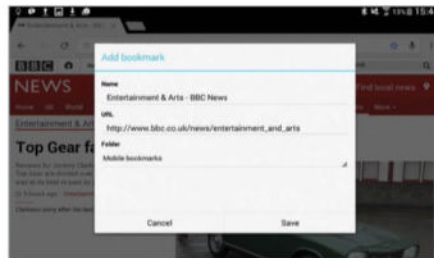


3: Your web activity everywhere
Your bookmarks, web history and even autofill information will now be available in Chrome on your desktop as well. It works the other way round too: your desktop activity will be shown on your Galaxy device for quick access.

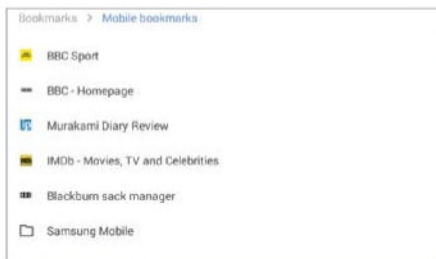
5: Add and use bookmarks



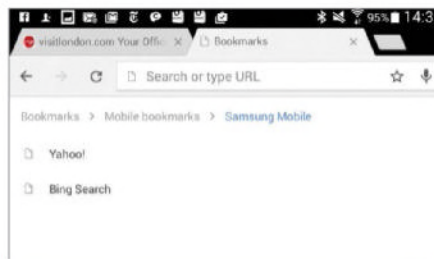
1: Locate the bookmarking menu
When viewing a page that you want to bookmark, tap the star icon that will be situated to the right of the dual search/address bar and then a box will pop up in which you can modify the details.



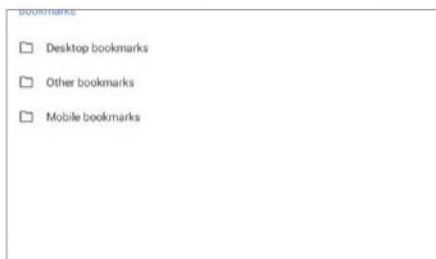
2: Personalise the new bookmark
The next screen asks you to choose a name and to also check that the URL you are bookmarking is correct. Try to make the name shorter if possible to make it easier to read in future. Notice the folder option.



3: Access your saved bookmarks
When you select Bookmarks after pressing the menu icon, you will immediately be presented with a list of your current bookmarks. It should show your 'Mobile bookmarks' by default for you to scroll and select.



4: Check synchronised bookmarks
Tap the folder at the bottom of the screen to see all of your recent bookmarks from any device that is connected with your Google account. Each device will be shown with the links nested below them.



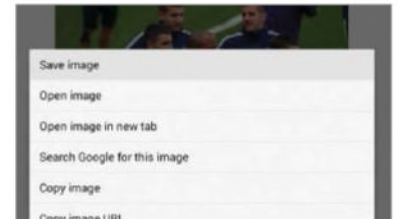
5: Different bookmark locations
Navigate through the folder options just below the search bar and tap 'Bookmarks' to quickly navigate to bookmarks held on your Galaxy, a desktop and elsewhere. It is a quicker option for accessing bookmarks.



6: Modify and delete bookmarks
You can edit and delete bookmarks by holding your finger on any of them and then selecting the relevant option from the menu that appears. The option to open in a new standard or incognito tab is also included.

“Tap ‘Bookmarks’ to quickly navigate to bookmarks on your Galaxy and elsewhere”

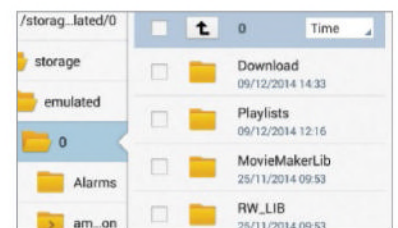
6: Download and share files



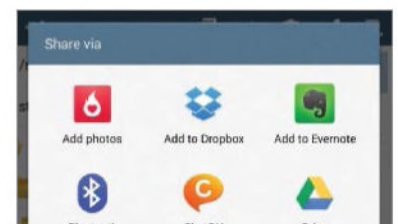
1: Download and share files
In webpages, you can download images by tapping and holding your finger on them and choosing Save image.



2: Download many file formats
When you see a link to a file, tap it and select 'Save link as...' The file will then start to download.



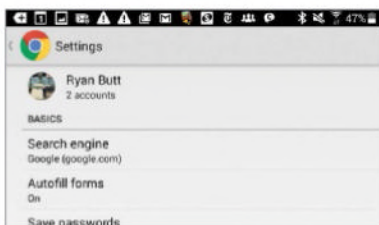
3: Find your downloads
Open the My Files app and look for the Downloads folder on the internal storage to see your files.



4: Share your downloads
Tick the box next to any downloaded file and then tap the sharing icon to share the file with friends.

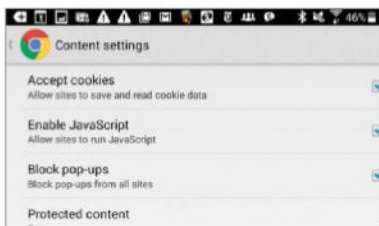
Download, back-up and use Group Play

7: Explore the Content settings



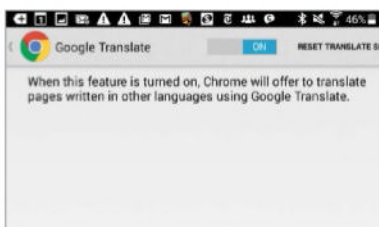
1: Go to Settings

Tap the menu button and choose Settings. You will see an option called Content settings – tap on this.



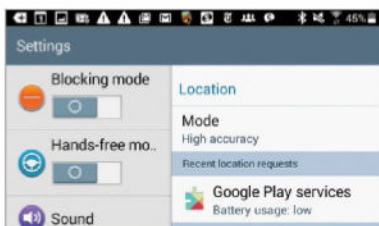
2: Browse quick settings

Ensure that the first options relating to cookies and JavaScript are enabled and also tick the Block pop-ups (ads) box.



3: Translate options

Chrome works alongside Google Translate and enabling this feature will offer the option to translate web pages.



4: Location settings

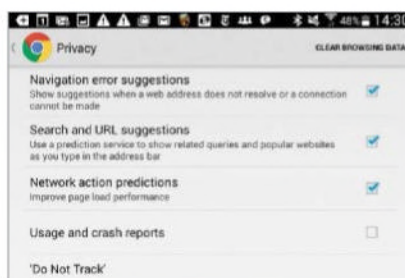
Some websites use your location to work efficiently. Tap to go to your Tab's location settings and select the mode.

8: Reduce data usage

When the Reduce data usage feature is turned on, Chrome will use Google servers to compress pages that you visit before downloading them (incognito pages are not included). Chrome's Safe Browsing system will also be used to detect malicious pages and protect you from phishing, malware and harmful downloads. The only downside is that it may interfere with access to premium data services. Go to Settings, tap on the Reduce data usage option and move the slider to On.

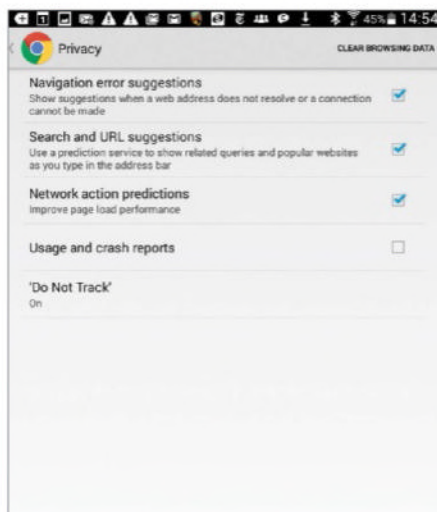


9: Privacy settings

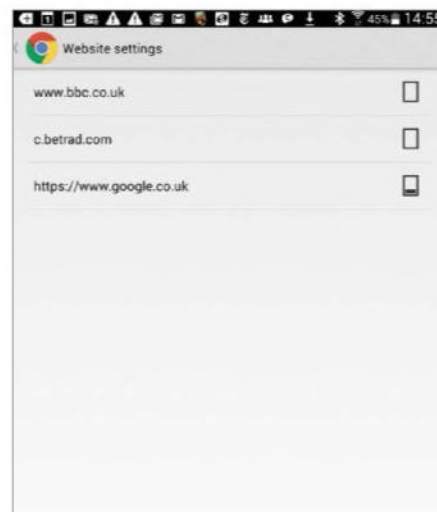


As trawling the web leaves an indelible footprint, it is good to know what your options are in terms of protection. Go to Settings then, listed under Advanced is a category called Privacy – tap on this. Here you will find options to toggle navigation error suggestions and search suggestions and more. You'll see a Do Not Track option – enabling this will ensure that your activity and any info it generates isn't tracked and used to bother you with ads based on what you search for, etc.

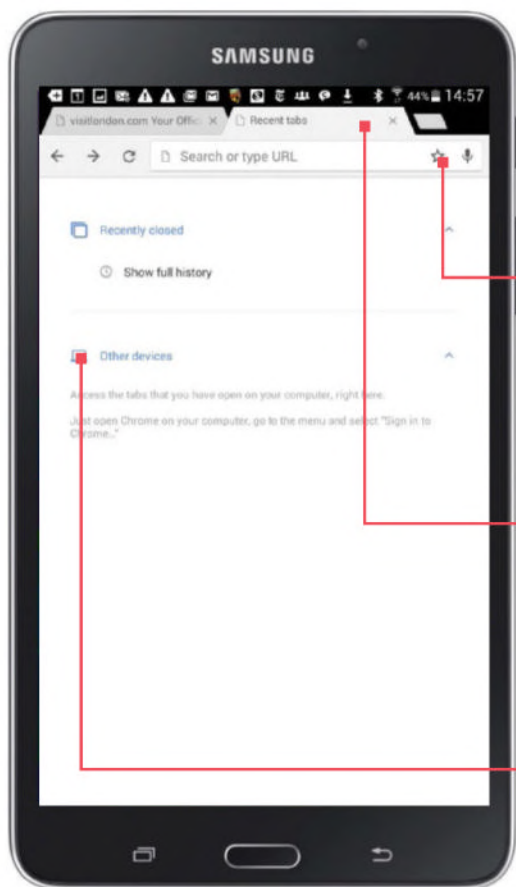
10: Clear your tracks



There are many reasons why we should want to cover our tracks when using surfing the net, and not necessarily the obvious one. If you wish to erase your web footprint then there are various ways to do it. The most sure-fire one is to browse in incognito mode, which we have already covered, but you can also go



to the Settings and tap on the Privacy option. Ensure that the Do Not Track mode is enabled and then tap on 'Clear Browsing Data' in the top-right corner. You can also tap on Content settings and then choose the Website settings option. Here you can clear all of the stored data from individual websites.



11: Your options

Add bookmark

Tap on the star icon in the dual search-URL bar to create a new bookmark for the page you are on

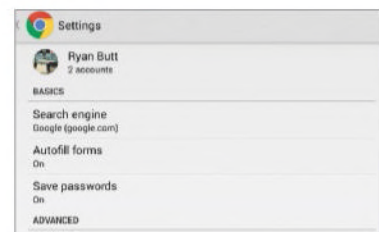
Recent tabs

Tap the menu button and choose the Recent tabs option to display your web activity across all Chrome devices

Other devices

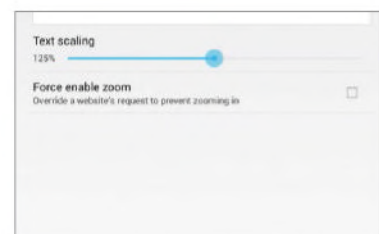
Browse your full web history and also see the tabs that you have open on other devices logged into the same account

12: Change the size of the text



1: Go to Accessibility

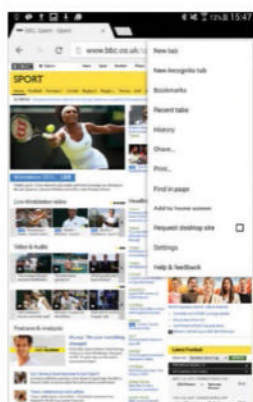
Tap the menu button and go to Settings, then tap on Accessibility, listed under the Advanced settings.



2: Boost size

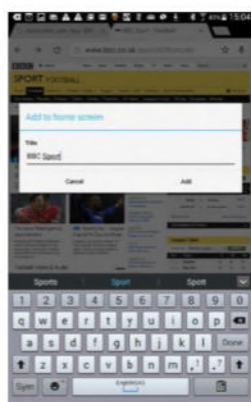
Press and hold on the Text scaling bar and then move the slider to adjust the size of the text to suit your needs.

13: Add a page to your home screen



1: Press menu button

Tap on the menu button, top right, and a list of options will appear on screen, one of which is 'Add to home screen'. Tap on this option



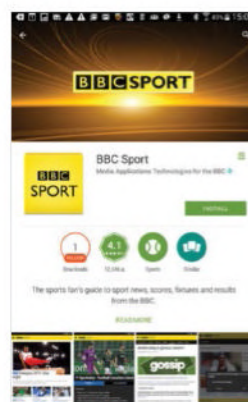
2: Edit the name

You will now be prompted to edit the name of the link you have selected. Try to cut it down slightly if it is overly long. Tap Add when you are ready.



3: Your new app!

An icon for the link will now be added to your device's home screen. Tap on it to launch the Chrome app and load your chosen page simultaneously.



4: Get the app

Some websites may actually have their own app available to download. This app may be better designed to display and deliver the content to your Tab.



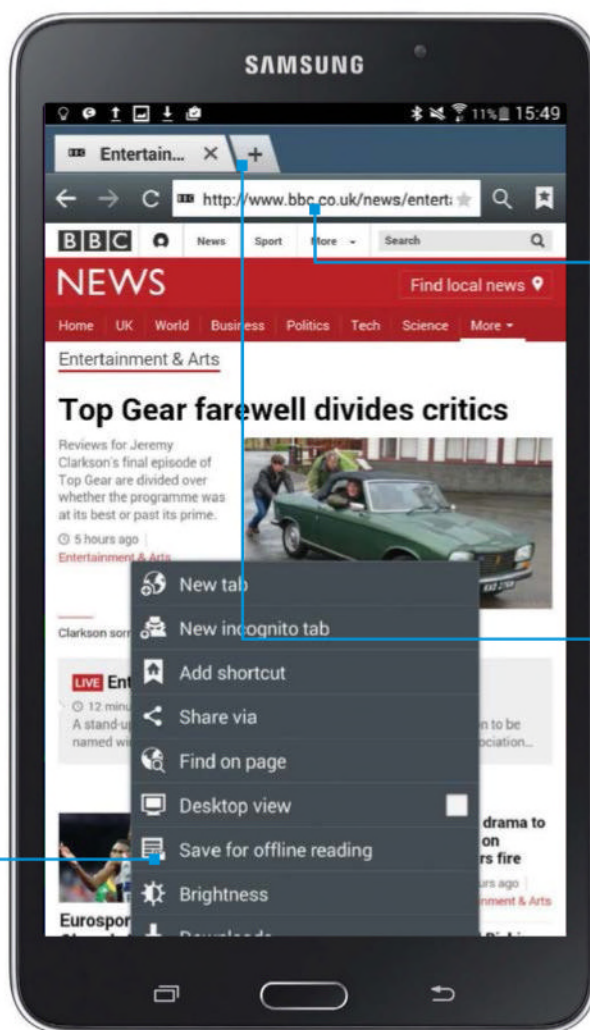
5: Remove links

You can remove the web links icon from your home screen as you would any other app – just press and hold and drag to Remove the icon from your home screen permanently.



Internet

Use the web every single day on your Galaxy. The Internet app is quick, accurate and versatile



Options

Tap on the menu button to access various options, including one to save pages for offline reading

Clever search bar

The search bar lets you work with web addresses, phrases and anything else

Tabs

You can have multiple webpages open at the same time and jump between them using this icon

The Internet app is a highly capable mobile web browser that offers a professional-looking interface and just the right number of features to make the interface look clean without ever being crowded. Your decision as to whether you choose Internet or Chrome will likely come down to how reliant you are on Google services. The synchronisation options in Chrome are especially useful if you are often

jumping between a desktop computer and your Galaxy. There are also other areas which Google has used to make Chrome a very versatile option. You should not, however, discount the Internet app completely because it has a lot to offer and may just be the mobile browsing solution you prefer.

It can cope with standard mobile pages, as well as complex sites when you tap the Desktop view option (Fig 1), and both take full

advantage of the Galaxy screens they run on to offer a rich experience. Every single aspect of webpage technology is covered and you will very rarely find a site that you cannot view in its entirety. It is the very essence of a fully featured browser that just happens to be smaller than normal ones found on desktops and laptops. You can take the experience even further by saving long web articles to read when you do not have access to an internet

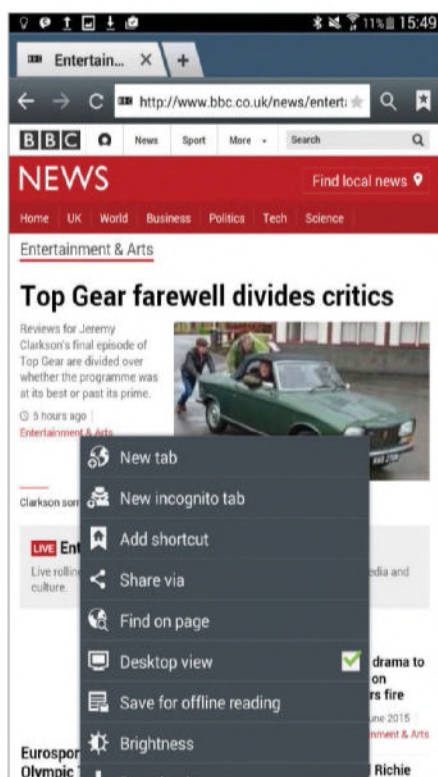


Fig 1: Desktop view offers realistic page presentations



Fig 2: The Incognito mode lets you browse very securely

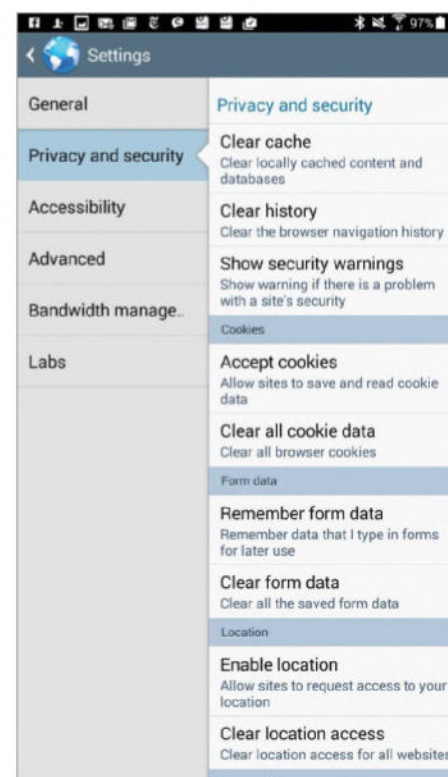


Fig 3: The settings are hidden until you need them

connection. You can also then manipulate the viewing options to suit the device you are browsing on. Tabs are, of course, supported so that you can keep multiple pages open at the same time. You can also navigate pages in detail and highlight text that is relevant to a project you are working on.

You do not need to worry about security either because the Internet app's Incognito

There is one further point to consider with this app and it is something that may not look like an advantage at first. The fact that the app and the way it works predates Chrome means that it has been fully tested over many years by millions of users. This gives it great compatibility with all popular web standards and you have the opportunity to look for and find add-ons to enhance it even further. The

"A superb mobile browser which feels natural every single time you use it"

mode (Fig 2) will enable you to browse in complete privacy when you are undertaking sensitive online tasks. It works alongside standard mode by using tabs and, when it's in use, the Incognito mode is invisible. The list of options in the app continues with the multitab and others that you may not even discover in normal use.

As with most Android software, the focus is on providing options that can be tailored to suit the vast majority of users, but with the settings hidden (Fig 3) so that they do not interfere with the main focus, which is to browse whenever you want to.

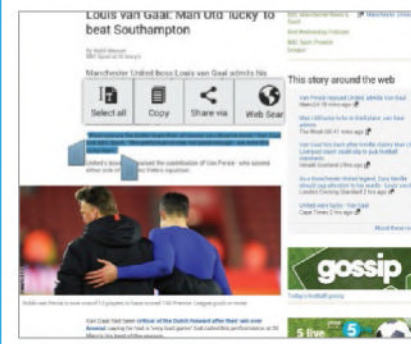
app is like an old friend who is proven to work well, and it is likely that you will be happy with everything it offers. Ultimately, it displays webpages in an identical manner to other Android browsers like Chrome because 99 per cent of your time will probably be spent looking at and navigating webpages. The differences may not be too important to you.

One final thing to consider is the way the app handles sites when you are using mobile data, and we can confirm that it is quite frugal, which is an advantage. If you have a low data limit you may want to do some research to see which app works most efficiently for you.

Multi-window

Take from the web

The clever Multi Window function on a Galaxy device is probably more suited to the Internet app than any other. If you open the Internet app in one window, you will be able to quickly copy and paste text to a note or share a link to a new email if Gmail is open in the other window. If you want to share information from the web or multi-task, the Multi Window is the perfect solution for any Galaxy that supports the functionality.

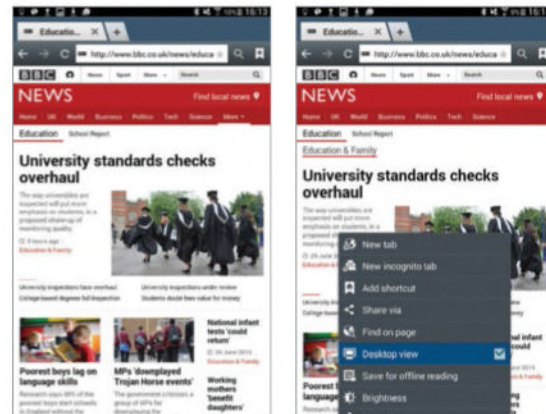


Explore the internet in style

1: Surf with the Internet app

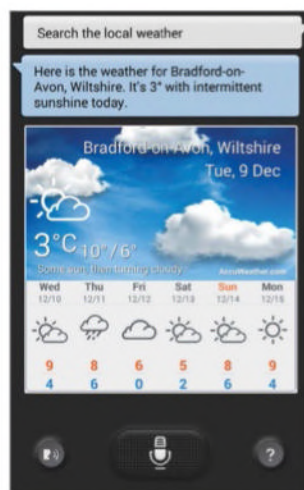
The Internet app uses touch very well and is predominately designed around helping you view and surf multiple pages with little effort. All you need to do to begin searching for any page or topic is to start typing in the search field at the very top of the screen. The page will be rendered perfectly and on some sites a mobile view will be presented by default. If you tap the Menu key and then select 'Desktop view', the page will immediately reload in its desktop form and you can then decide which works best for that particular site. You can zoom in and out by pinching or double-tapping on a column of text to read it full width. Once you know the simple gestures required, you will be able to navigate extremely quickly without considering what you are doing.

"Select Desktop view and the page will immediately reload in its desktop form"



2: Use tabs to open multiple pages

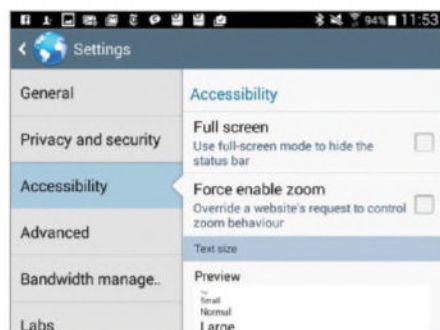
To open more than one webpage at a time, tap the '+' icon at the top of the screen. This will let you open a new webpage while keeping the other page open in the background as a tab. If you want to jump between pages, simply tap on the tabs at the top of the screen. You can also close tabs by tapping the 'X' icon on the respective tab. It is a very simple and logical feature, but be aware that too many open tabs can slow browsing down on less powerful Galaxy devices.



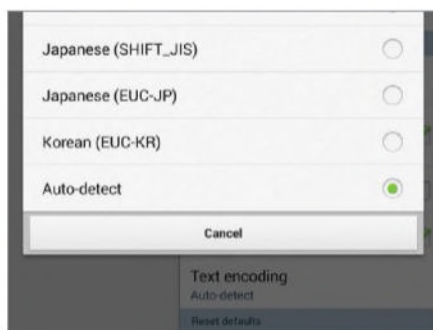
3: Search with your voice

It is not always convenient to tap the screen to undertake a web search, but on a Galaxy you can double-tap the Home button to bring up S Voice. Now simply say the phrase or topic you want to search for and the app will bring up related search results that will lead to webpages. The recognition is so accurate that you may be tempted to use this method the majority of the time and it is a perfect example of two Galaxy apps working in conjunction to make life a little easier.

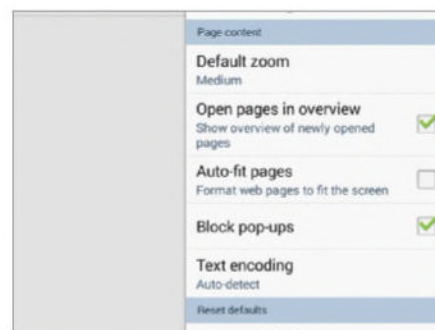
4: Change display options



1: Change the display settings
Tap the menu button, choose Settings then tap Accessibility for text options.



2: The correct text encoding
Tap Advanced then choose 'Text encoding' and select 'Auto detect'.

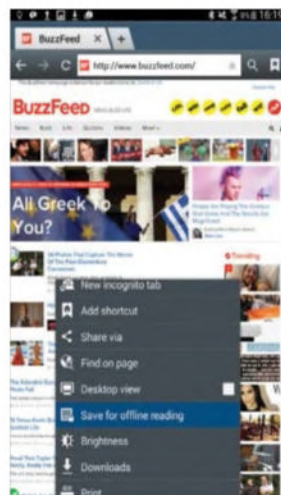


3: Test the various options
You can also opt to block pop-ups and more in the Advanced options. See what works for you.

5: Save for offline reading



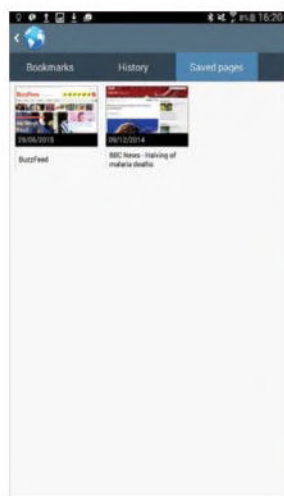
1: Find a long article
Sometimes you will find a very long article on the internet that you want to read, but which you do not have time for. You could bookmark it or you could save to read even with no internet connection.



2: Quick saving option
Tap the menu button and a new menu of options will appear. Now select the 'Save for offline reading' option to begin the process of saving the entire page to your device for offline reading whenever you want.



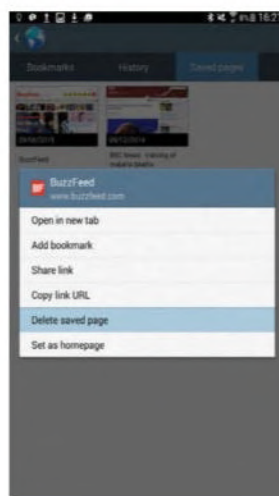
3: Offline page is saved
Once the page has been saved to your device, you will see a notification on the screen saying 'Page saved in Saved pages'. This is your clue as to where to find the page. It will be stored until such time as you read and delete it.



4: List of saved pages
To access saved pages, tap on the bookmark icon in the top-right of the Internet app interface. Tap the Saved Pages tab and you will now see all of the webpages that you have saved previously for offline reading.

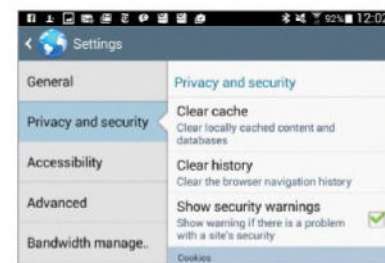


5: Read pages offline
When you tap any saved webpage in the list it will open and appear exactly as the original online page looked. Every single part of the interface remains the same, but with no web connection required.

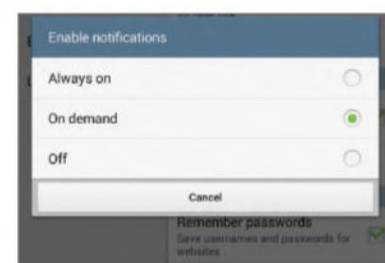


6: Delete offline pages
Once you have read an article, tap and hold it in the list and a new pop-up window will appear. Tap the Delete option and the page will be removed from the list to save space on your device. A simple process throughout.

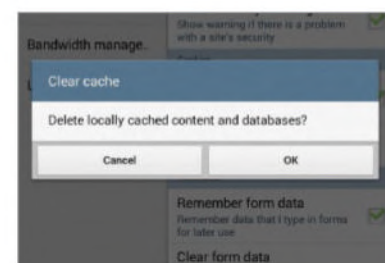
6: Deal with content settings



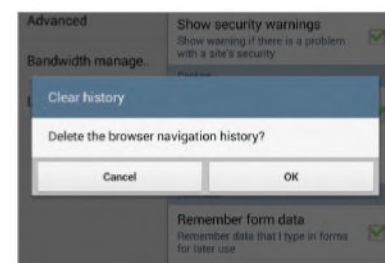
1: Manage content settings
Tap Settings and 'Privacy and Security' to see the list of choices.



2: Deal with notifications
Tap 'Enable notifications' to set website alerts to 'On demand'.



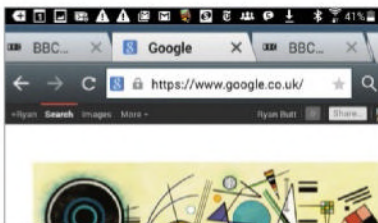
3: Empty cache
Tap on the 'Clear cache' option to remove old files and speed things up.



4: Clear your history
You can also cover your tracks by deleting all of your internet history.

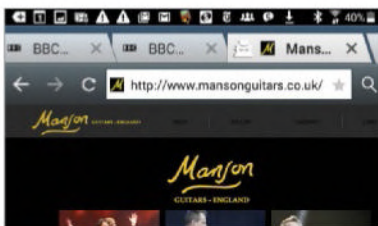
Personalise browsing and internet settings

7: Go incognito in your browser



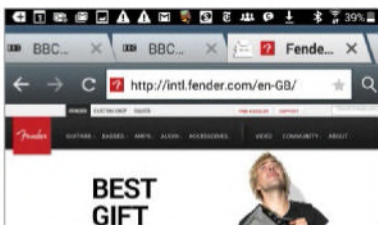
1: Tap the menu button

While browsing the web, tap on the menu button and choose the 'New incognito tab' option from the menu.



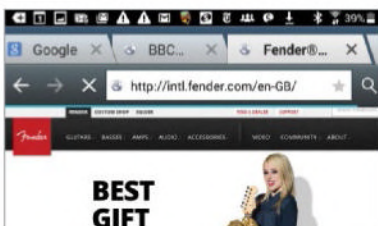
2: Read all about it

A new tab will open and the page will display information about using incognito mode to browse the web.



3: Surf in secret

Continue browsing the web as normal. You will notice that there is an incognito icon situated on the tab.

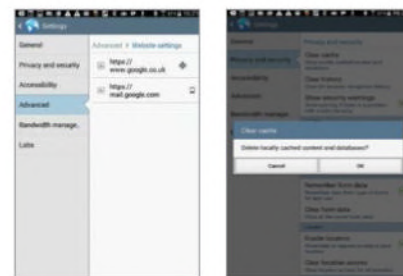


4: Close the tab

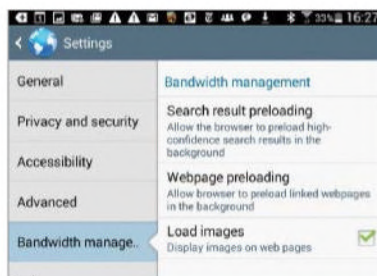
When you have finished browsing in private, simply close the tab by tapping the 'X' and your secret will be safe!

8: Clear your internet tracks

If you wish to erase your web footprint, there are various ways to do it. The most sure-fire method is to browse in incognito mode, which we have already covered, but you can also go to the Settings and tap on the Privacy and Security option. Opt to clear both the cache and your history here. You can also tap on the Advanced section in Settings and select the Website settings option. Here you can clear all of the stored data from individual websites.

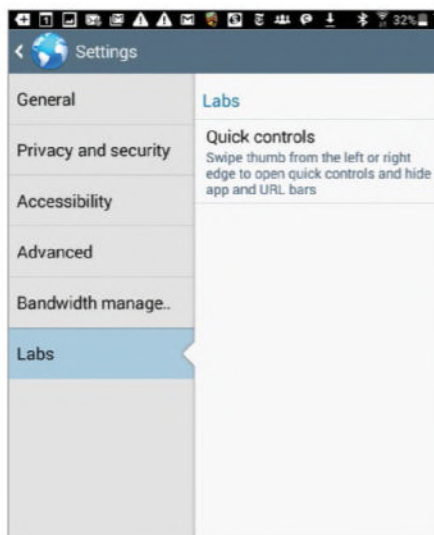


9: Bandwidth management

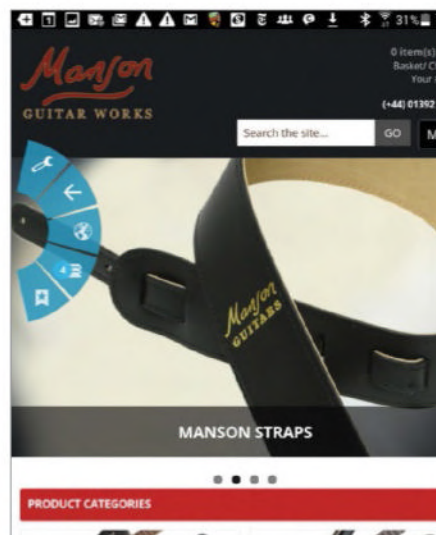


The Bandwidth management section in Settings allows you to streamline the amount of data that the Internet app handles, which is ideal if your connection is very weak. For example, you can allow the browser to preload high-confidence search results in the background, allow the browser to preload linked web pages in the background and even disable the option to display images in webpages. You can reconfigure these options if your web connection improves and resume browsing the web as normal.

10: Visit the labs

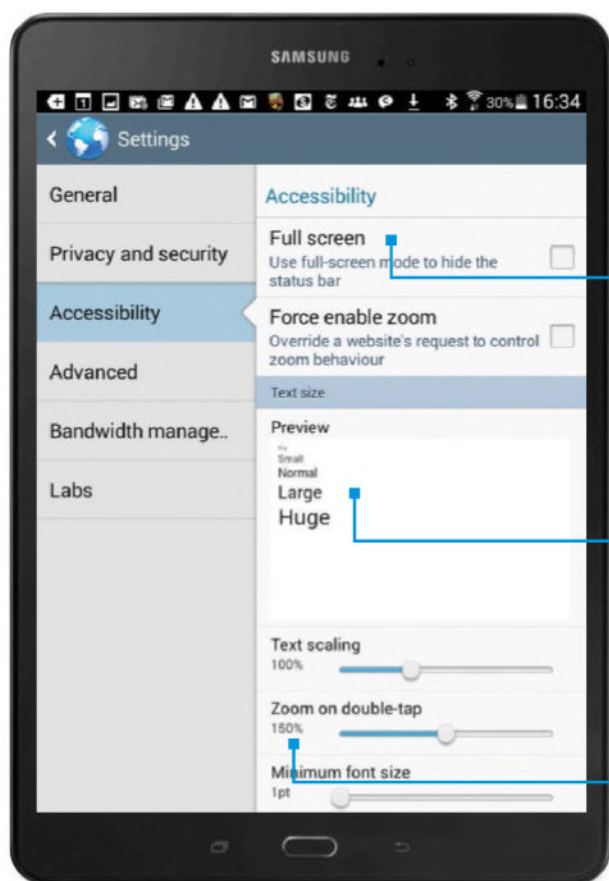


One of the best things about the Internet app is that the developers aren't afraid to try new things and fling them out into the marketplace. This allows users to try these new developments out for size to see if they work effectively. The Labs section in Settings



is dedicated to this feature. Simply tap on it and any new features that are currently being developed will be listed. The example here is the Quick Controls feature, which lets you swipe your thumb from the left or right edge to open quick controls and hide app and URL bars.

11: Accessibility

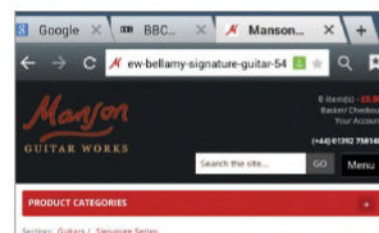


Full screen mode
In the Accessibility settings, tick this box to remove all unnecessary clutter from around your web window

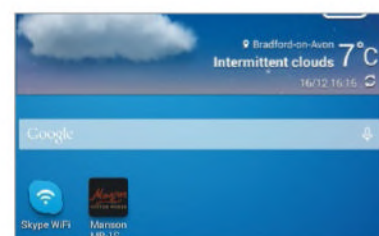
Change the text size
Within this settings page are also options to change the text size to suit your needs

Zoom on double tap
You can personalise settings for how far you zoom in upon double tapping the screen

12: Add a shortcut



1: Tap menu button
Navigate to the chosen webpage and then tap on the menu button. You need to choose the 'Add shortcut' option from the menu.

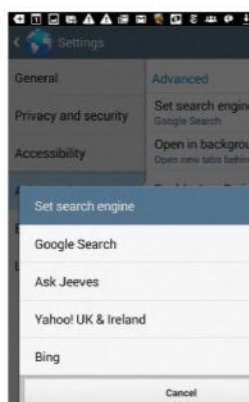


2: Your own app
A new app icon will be created on your home screen, which, when selected, will simultaneously launch the Internet app and load the specific website.

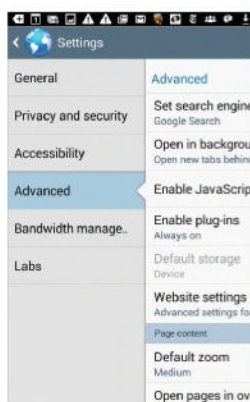
13: Advanced internet settings



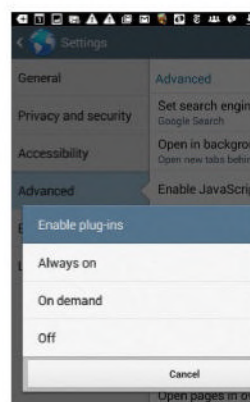
1: Go to settings
Tap the menu button and then select the Settings option at the bottom of the list. On the next screen, you need to tap on the Advanced section in the left-hand column.



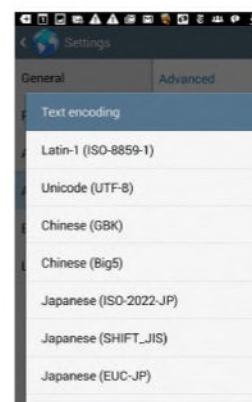
2: Change the search engine
Tap on 'Set search engine' and a pop-up menu of options will appear. Select the desired search engine from the alternatives and it will instantly select it.



3: Open in background
If you tap a link on a page by mistake, enabling this option will cause the new link to open in a new tab behind the existing one – not over the top.



4: Enable plug-ins
Tap the Enable plug-ins option to set the plug-ins to be always turned on, to be enabled on demand or always turned off. Picking 'On demand' may improve your battery life.

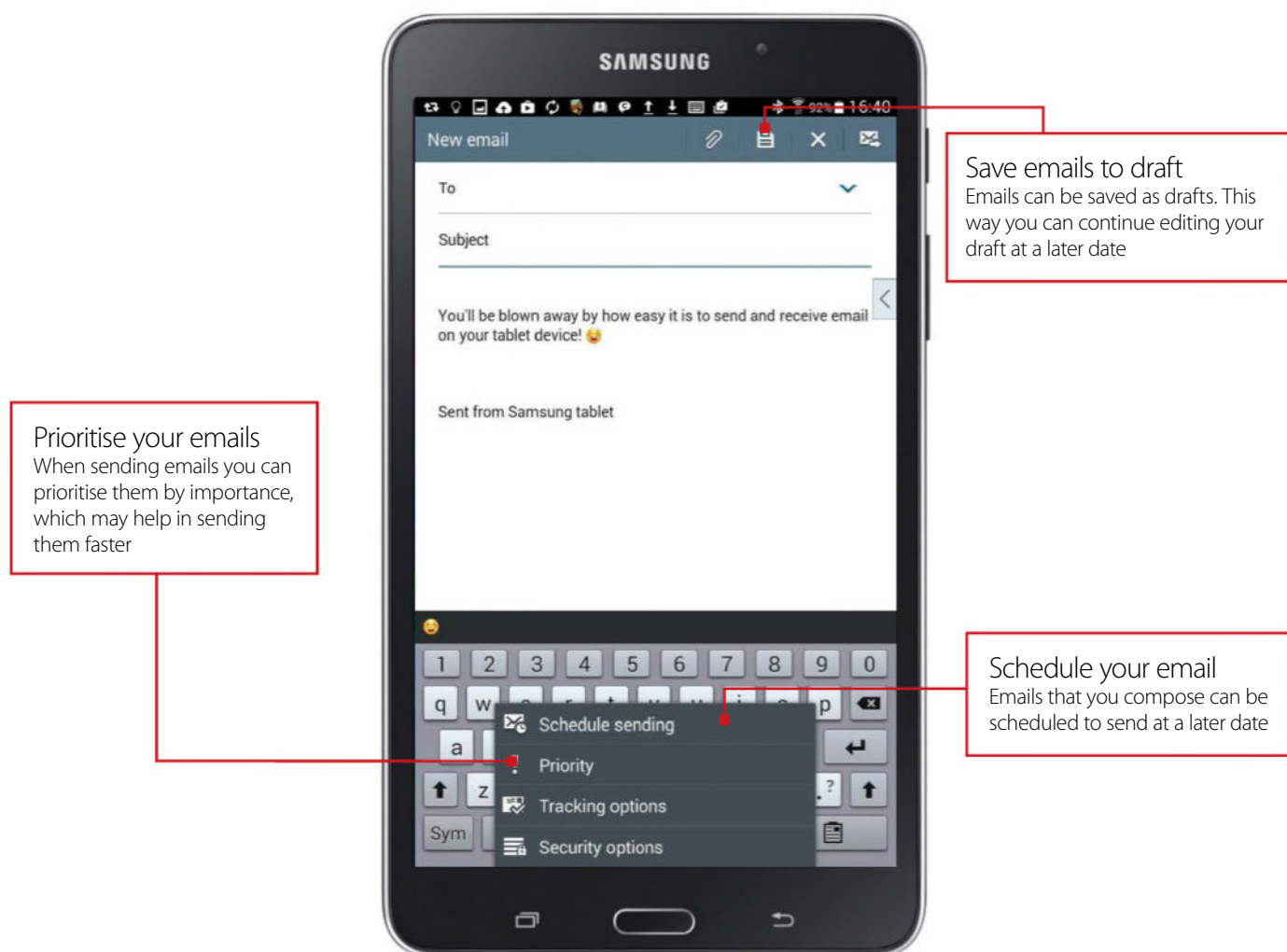


5: More options
There are many more options to discover in the Advanced internet settings section too. For example, page content and text encoding options are available.



Email & Gmail

We showcase how to set up and use the two main email clients on Samsung Galaxy devices



In the past, in order to send or receive emails, you would be anchored to an office desk or forced to drag a heavy laptop around with you when out in the field. Fortunately, in the modern era there are no such hassles as a data-equipped smartphone or tablet can take care of all of our communication needs. The Samsung Galaxy Tab and its siblings certainly fit nicely into this category, and they feature two email clients by default in order to send/

receive the aforementioned emails. The first of these email app clients should be recognisable straightaway, as it's the mainstream Gmail app. There is a good chance that most people will have a Gmail email address set up already, especially if you have tapped into the Google Play Store or any of the other Google services, such as the social media app, Google+. However, in the tutorials here we will show you how to set up a new account for use

with the Gmail app, just in case you have not jumped on board yet. The main reason for the two apps is that the standard Email app – which is ideal for power users and makes sending emails effortless (Fig 1) – can be used to set up alternative email accounts, such as corporate (eg Exchange), private (eg BT) or standard domain names. This way, once your private account is configured, you can send and receive personal emails from your Galaxy

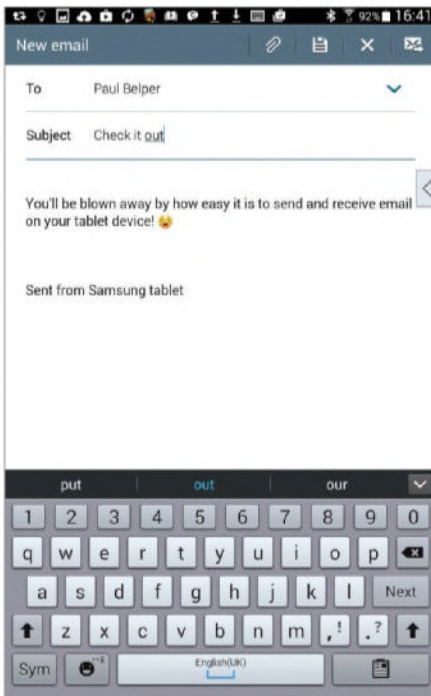


Fig 1: Use the drop-down icon in an email to add Cc/Bcc senders

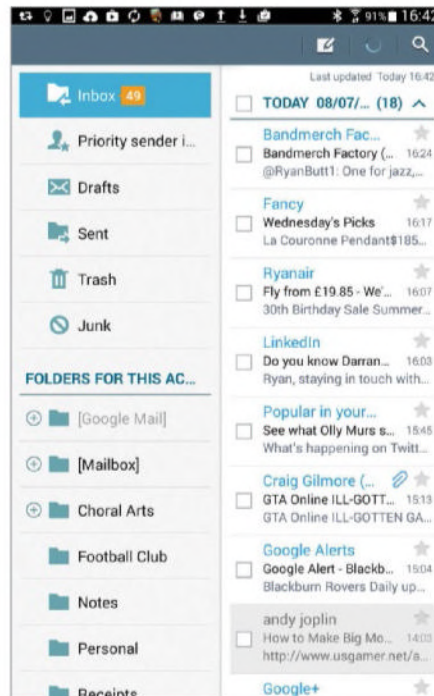


Fig 2: The app sorts emails into today, yesterday and last week

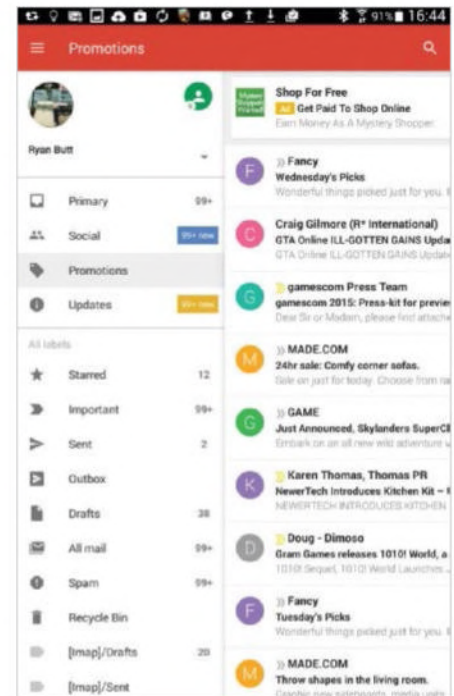


Fig 3: Labels are one of the primary means of organising emails

device, format emails by adding bold effects or attach files (documents/photos), set up desktop-style signatures for outgoing email (ie contact details) and even configure sync schedules so your emails are only collected at the times that are most convenient for you. This will also help in terms of cutting down on data costs and battery drain.

You can also use the Email app to receive your messages from your Gmail account, but for this guide we will be sticking with the core

emails are automatically grouped by Social or Promotions labels; a little colour coded icon will denote this on the front page if they meet certain criteria, then they can be accessed away from the actual inbox. You can also manually swipe emails to bring up the archive option. Archiving does not delete the emails, it simply removes them from the inbox, and they can be viewed in the 'All mail' label afterwards. Handy if your inbox is often clogged up.

“Both default Galaxy email clients provide a useful platform for managing your mail”

Gmail app to showcase what this can do – which, as you'll discover, is quite a lot.

Firstly, the Gmail app tends to group all the received emails by date (Fig 2) and uses a series of thumbnails next to the sender's name to boost visual appeal and make them stand out from the rest. Gestures can also be used to great effect, allowing you to navigate the interface and emails with swipes. For example, you can swipe right or left on a message to archive it.

Of course, like most email clients, the inbox can become saturated with loads of emails, but Gmail has several additional ways of helping with this. For example, selected

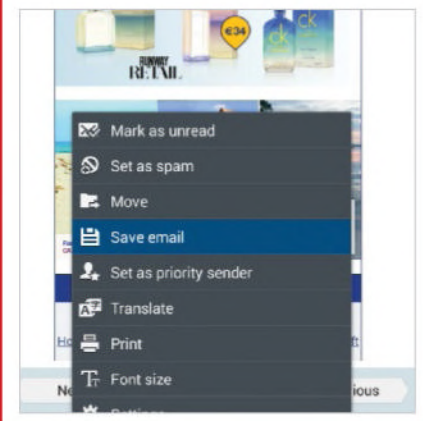
Labels (which are essentially folders), as Google calls them, are one of the primary means of organising your emails (Fig 3). However, unlike a traditional folder (which is a physical location), a label is just that: a tag that can be used to search for the relevant email. We touch base on this feature in the step-by-step tutorials (see tutorial 16 on page 73) The only snag is that unlike the Email app, you can't create new labels from within the Gmail app interface – this has to be done in a mobile/desktop browser.

In this guide we will get you accustomed to using both apps and outline the many great features that they provide.

Save emails to your device

A look at saving emails

The Email app has a handy save function which can archive the emails away from the inbox. The save process places the emails into a folder which you can access to back them up to another device – such as a desktop PC. Before you save emails they must first be fully downloaded, then you can click on the menu icon within the email itself and select 'Save email'.

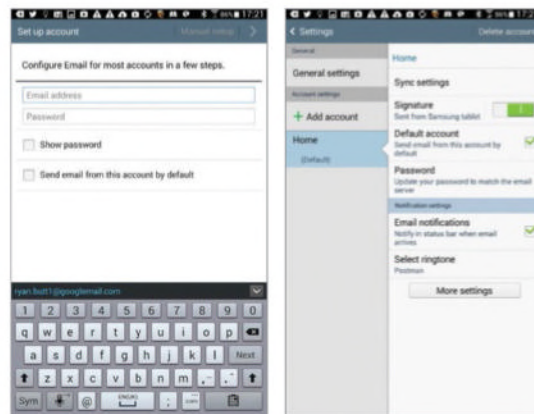


How to set up the standard Email app

1: Add an account

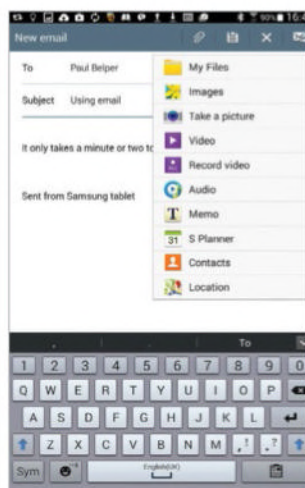
With a working internet connection, launch the Email app and, when prompted, enter your email address and password. When you tap Next it will then start to check/configure the Incoming/Outgoing server settings. If successful it will take you to a sync screen, but we cover this process later in the guide so just tap on Next for now. Note: if it fails to detect your settings during setup, you'll need to enter these manually and at this point it's best to contact your ISP for that information. Likewise, you may need to contact them for username and password assistance. Finally, you can input a more meaningful name for your account and any outgoing email messages. The latter will help people recognise you better. After tapping Done, you will be taken to your inbox.

"If it fails to detect your settings during setup, you must enter them manually"



2: Write an email message

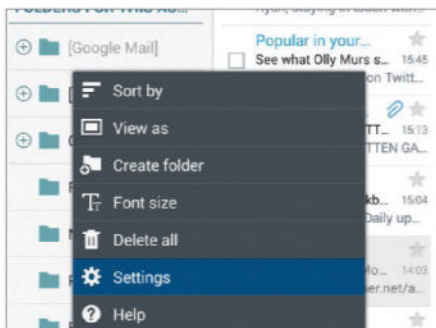
From the main interface, tap on the pencil icon in the bottom-left corner to create a new message. You can now enter the recipient's email address in the 'To' field box; as you type, it automatically pulls over the closest match from your address book. Once it is in place, tap the subject line and enter something meaningful. Finally, select the body section to type your message. Note: you can tap the small arrow at the side for formatting options. Tap the envelope icon at the top to send.



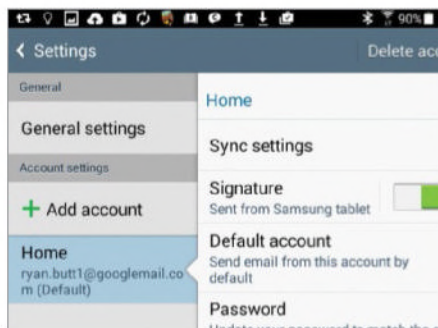
3: Attach files to an email

Within an email you can either tap on the large paper clip at the top or bring up the formatting bar within the message body and use the image icon to 'attach' files. With the paper clip method you can use 'My files' to attach documents or even use 'Maps' to include a location map, which may be useful to the recipient in terms of directions. Photos can also be added, but remember to adjust the image size if the photo is too large as unless you are on Wi-Fi, the data sending/receiving costs can be high!

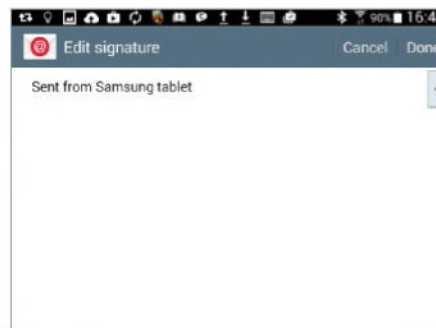
4: Create a signature to enhance your outgoing emails



1: Navigate to your chosen account
In the inbox, tap the menu button, choose Settings and tap on your account.

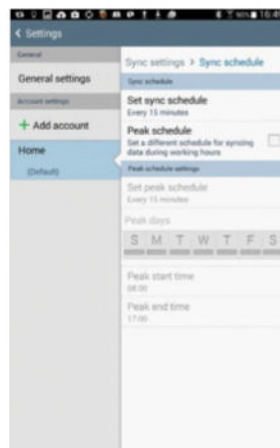
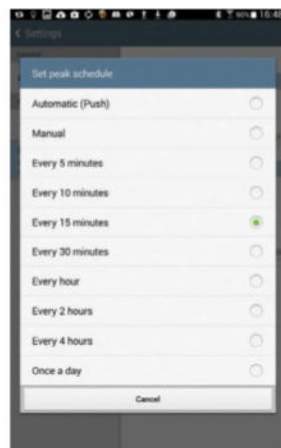
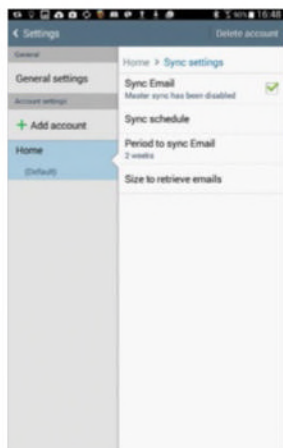


2: Turn the default signature on
Within the Settings option, look for and tap on Signature. Now toggle the latter to on.



3: Edit the default signature
Now tap on the text below and add your own text, HTML and/or images! Tap Done to finish.

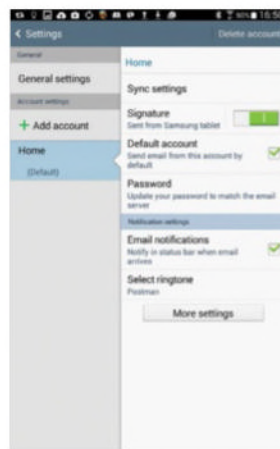
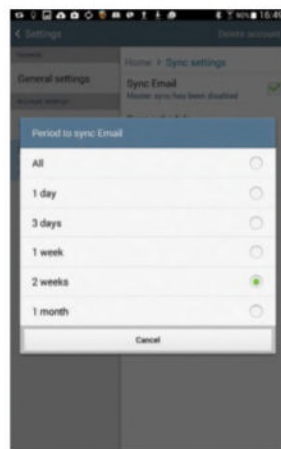
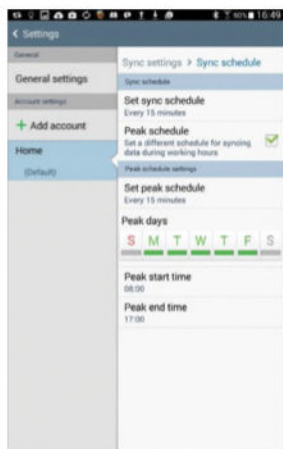
5: Set up a sync schedule: when to receive emails



1: Manage accounts
From the main interface, tap on the menu button and choose the Settings option before tapping on your account name. Within these options is one called Sync Settings – tap on this option to find various options relating to syncing available to you.

2: Set sync interval
Next, tap on the Sync Schedule option and then on Set sync schedule. This option is used to tell the app when to collect email from the ISP/ server; eg 'Automatic (Push)'. Note: the shorter the time interval, the bigger the drain on data and/or the battery life of your device.

3: Add peak schedule
You might want to choose to set a different sync schedule for during the working week and the weekend. First you need to toggle the 'Peak schedule' option to on (put a tick in its box). Next, choose a schedule time to suit your needs in a similar way as you did in Step 2.

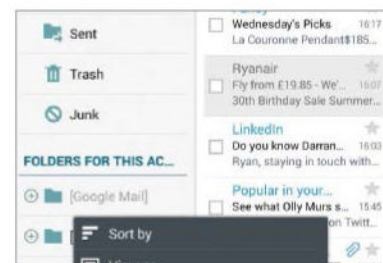


4: Set peak days
Once you have enabled the Peak schedule option, you can move down to the area where you can set your peak days. Next all you need to do is just tap on the 'Peak days' circular icons to adjust the period and, just below that, set the specific peak time period as well.

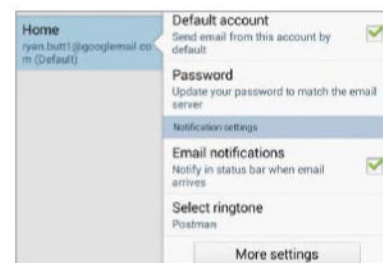
5: Set sync period
Now go back to the main Sync Schedule screen (the previous screen) and from here you can tap on the 'Period to sync Email' option. This allows you to set how many days' or weeks' worth of email to keep within your local email inbox. No longer will your inbox be clogged.

6: Limit retrieval size
From the same 'Sync settings' screen, you can also click on the 'Limit retrieval size' option. This allows you to set how large – in terms of file size, like megabytes – incoming emails can be. This is useful if you are on a minimal data contract and need to ensure that you stay within limits..

6: Enable email notifications



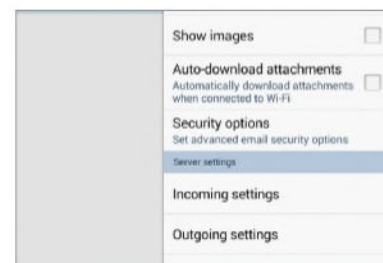
1: Select your email account
From the inbox, tap the menu button, Settings and select your account.



2: Go to Notification Settings
Now tap on your account name and scroll down to enable notifications.



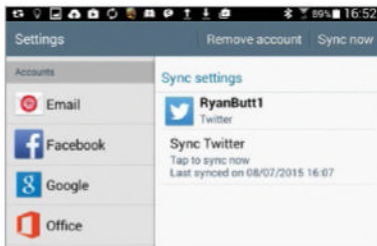
3: Adjust notification sound
Tap on 'Notification sound' and then select the sound for the email alert.



4: More settings
Tap on 'More settings' to see options to tweak your server settings and more.

Move away from Email to the Gmail app

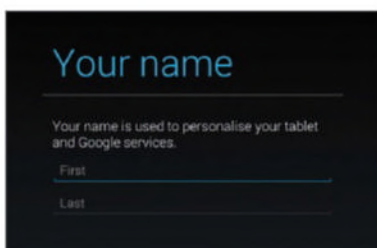
7: Create a new Gmail account



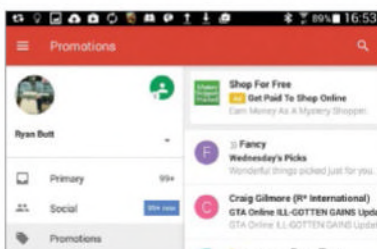
1: Head to your settings
Bring down the notification bar and navigate to Settings>Accounts.



2: Add a Google account
Now tap the Add Account button and select Google from the list.



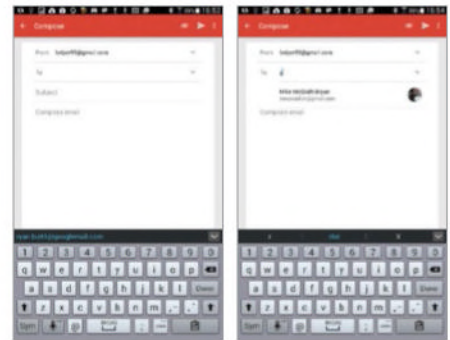
3: Follow the wizard
At the base of the screen, tap New and follow the setup wizard.



4: Head to your Gmail inbox
Once you have followed the wizard, launch Gmail to view your inbox.

8: Send a message to multiple people

In the main inbox view, tap the round red pen icon to compose a message. To add recipients you need to tap on the 'To' box. As you type, the email address will start to find compatible results from your contacts. You can keep using the To field box to add more recipients, but it's better to tap the arrow and use the Add Cc/Bcc option. This way the recipients are added as a carbon copy, or a hidden one using the Bcc option.



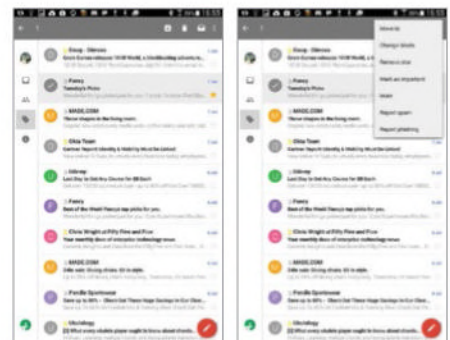
9: Organise your Gmail messages

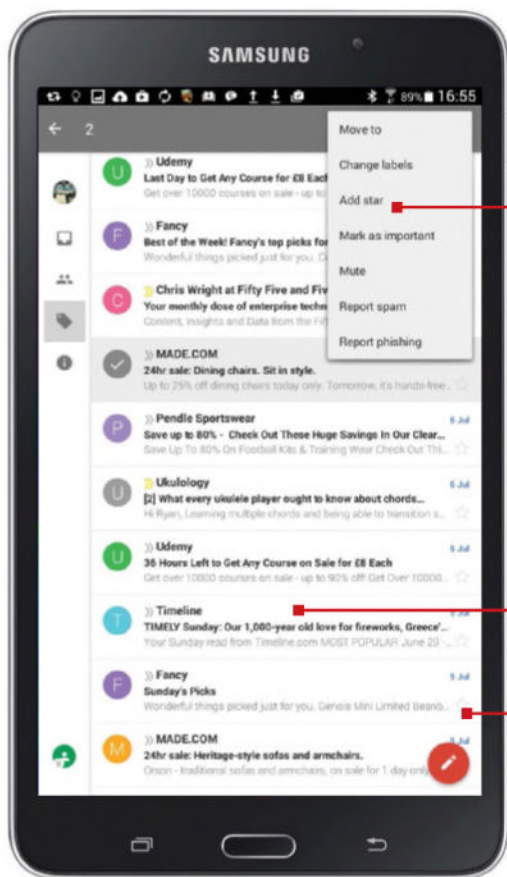
Gmail automatically organises the emails you receive by date and highlights unread messages in black. However, you can long-press on a message and then use the mail icon to change its state at any time (for example by re-highlighting it to remind you to read the message again). Alternatively, the long-press function provides the option to delete messages or to access the main menu, from which you can move messages to one or multiple labels (covered in a later tutorial). These are then accessible from the top-left icon, or you can swipe the screen from the left.

“Long-press on a message and then use the mail icon to change its state”

10: Mark important messages

Within your inbox you can tap on the star next to a message to flag it as a favourite. But if the message is vital you can also long-press on the message and choose 'Mark as important' from the main menu icon. Once you have done this, messages will have a yellow arrow next to them to indicate their importance. You can view them away from the inbox by tapping on the Primary icon at the top and selecting the Important label.





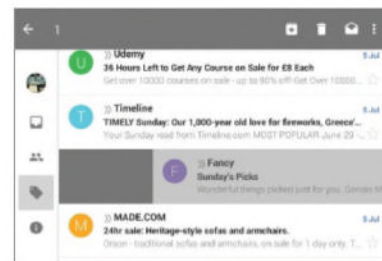
11: Get to know the Gmail interface

Assign emails to labels
Long-pressed emails can be moved and organised into different labels via the main top-right menu

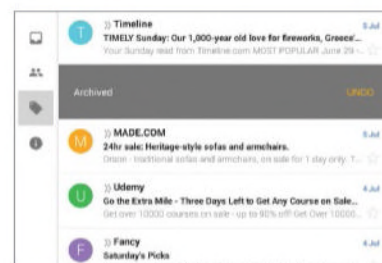
Primary inbox view
The inbox contains a list of all your received emails, which are organised into date order

Set starred favourites
Emails can be starred and then accessed via the slide-out panel on the left

12: Archive unwanted email messages

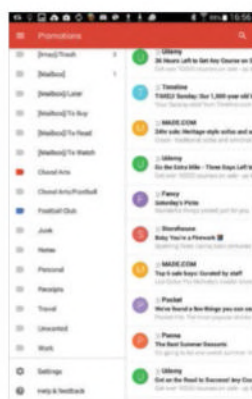


1: Quickly archive your emails
From a conversation list, you can swipe the message across to archive it.

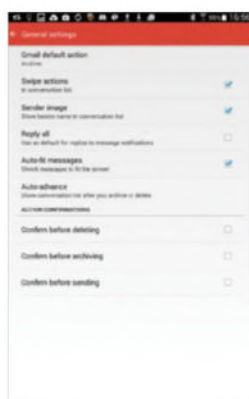


2: Quickly undo your mistakes
You can quickly tap the Undo icon to reverse the change you just made.

13: Customise your Gmail



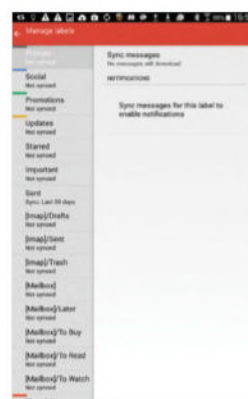
1: Access Settings
From the primary inbox view, tap the top-left corner icon, scroll down to the bottom and choose the Settings option. From here, tap on the 'General settings' option.



2: No sender image
From the next screen you can now toggle the 'Sender image' to off (remove the tick). This will then remove the small thumbnail next to the sender's email.



3: Adjust signature
Back in the main Settings screen, select your account and choose the Signature option. From here you can add a signature to your outgoing emails.



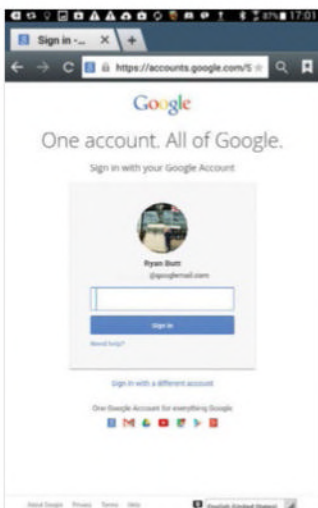
4: Alter notifications
Next select 'Inbox sound'. Then you can select the Sound option to change the notification tone or toggle the device to alert you to each message that is received.



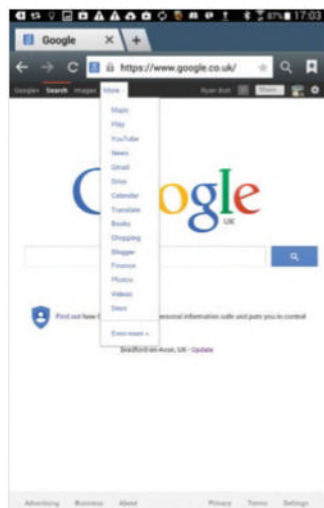
5: Sync schedule
Press Back and then tap the 'Days of mail to sync' option. This can be used to tell Gmail how many days' worth of email you want to sync across to your device.

A look at some of the more advanced Gmail options

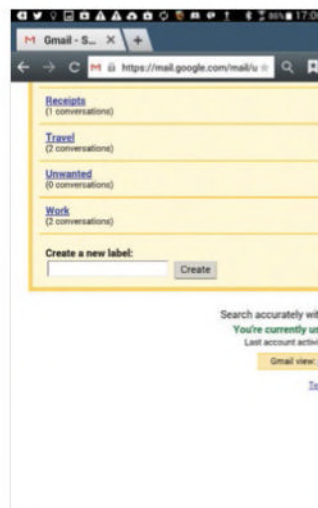
14: Manage messages with label folders



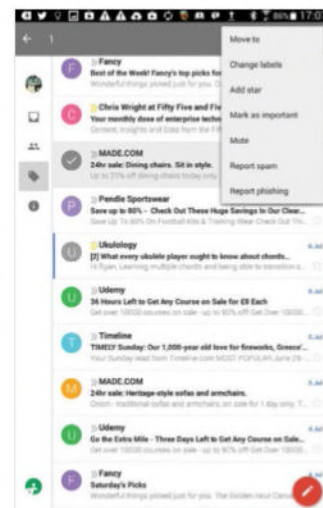
1: Log in via browser
Head to www.google.co.uk in your mobile browser (such as Chrome or Internet) and tap 'Sign in' at the top. Now log in with your Gmail account details to access your Google account.



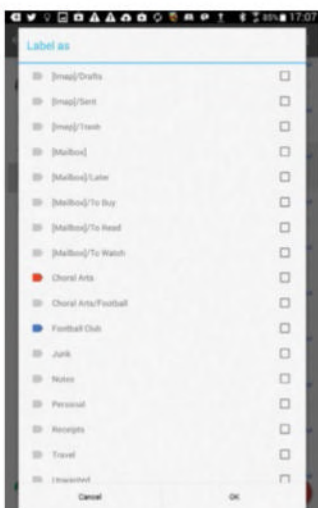
2: Switch to desktop view
Once you are logged in, tap the top-left More icon, then Gmail. At the next screen, click the left drop-down menu and scroll to the bottom of the page and select Desktop.



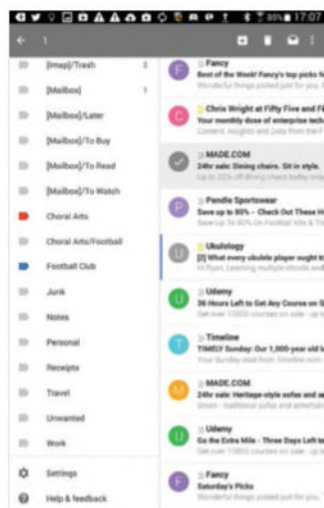
3: Add your own label
On the left side, select 'Edit labels' and on the next screen you have a space to add your own label. Select the box, type the new name for the label and tap the Create option.



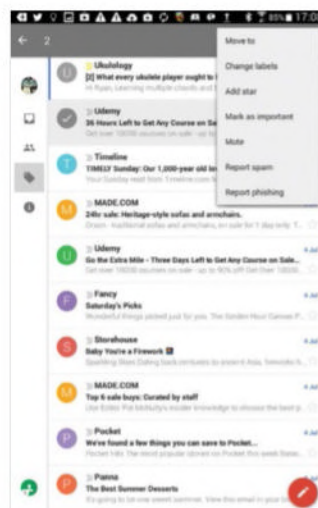
4: Use multiple labels
Sign out (on the top right) and return to the Gmail app. From the inbox, long-press on a message and tap on the three-dots menu icon. Then choose the 'Change labels' option.



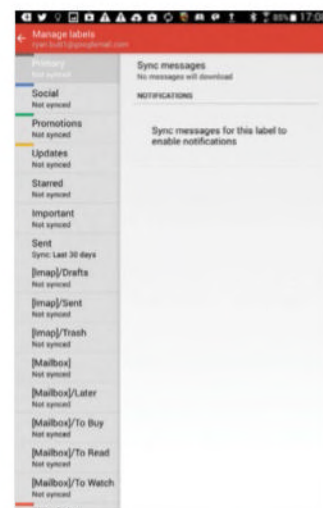
5: Select new label
A list of the available labels appears. Select 'Notes' and the new label that you have created and click OK. Note the email will now have 'Notes' and 'tempstore' next to it.



6: Access new label
The label or labels can now be accessed from the top-left menu icon. You can then scroll down the list on screen to view the emails found within the previously assigned labels.



7: Move label from inbox
Back in the inbox, long-press the same message. This time choose the 'Move to' option and select an available label. This will remove it from the inbox but still keep the 'Notes' label.

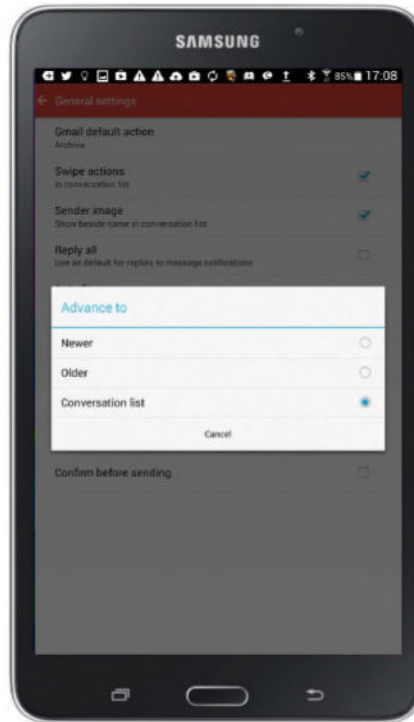


8: Assign notifications
In the new label, tap the three-dots icon and then tap 'Label settings'. Enable the 'Sync messages' option at the top so you can assign notifications to your label.

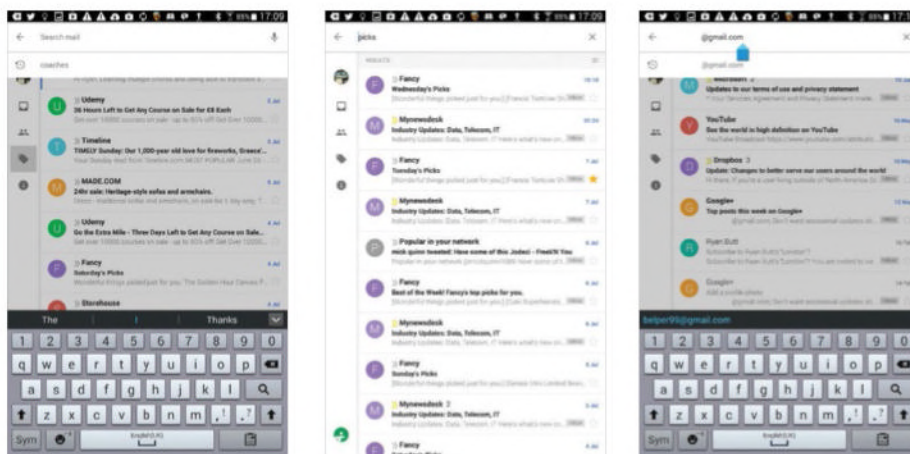
15: Delete emails with Auto-advance

Gmail will normally dump you back to the inbox every time a message is deleted. This can be tiresome if you have a large number of emails that you want to delete. Of course, you can long-press on each email in turn and use this method to multi-delete, but there is a better solution. First, head to the Settings>General Settings option (via the top-right corner menu). From here, look for the 'Auto-advance' setting and tap on it. Three options will now appear, asking what you want to do when a message has been deleted. So change the default option to 'Older' for argument's sake. Now when you delete a message, it will automatically move you on to the older message; therefore you can keep tapping on the delete icon to your heart's content and not once have to be forced back to the inbox.

"When you delete a message, it'll move on to the older message"



16: Search your emails



1: Utilise search

From your primary inbox you will find the search icon (a magnifying glass) at the top of your screen. Select this and you will be prompted to key in search criteria. To start with, try to search for a single word, like a topic or place.

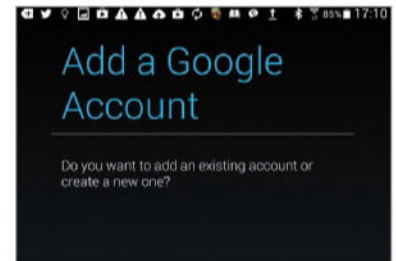
2: List of results

As you type the word, it will automatically produce a list of applicable results below. Tap on the match closest to your word and a series of emails that contain this word will then appear below for you to browse through.

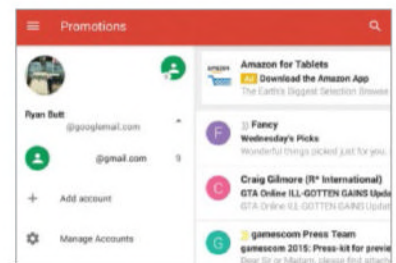
3: Search by sender

Tap on the search icon at the top once more and this time type in a sender's email address. Again the email address will automatically appear in a results list. Select the contact to see the results below your search.

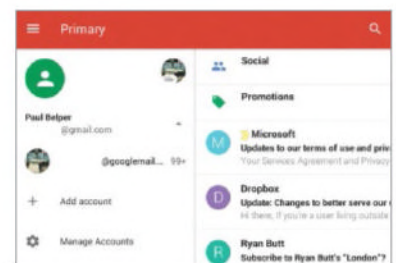
17: Use a second Gmail Account



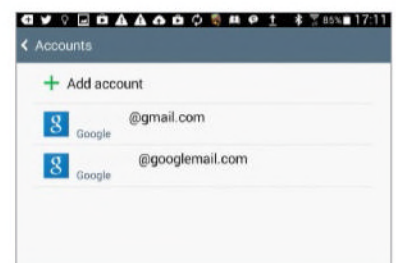
1: Add Google account
Use the steps from tutorial 7 (page 70) to add another Google account.



2: View separate Google mail
Now return to the Gmail app and tap the top-left icon to see all accounts.



3: View new account emails
Next, tap on the new account from the list to view its inbox.

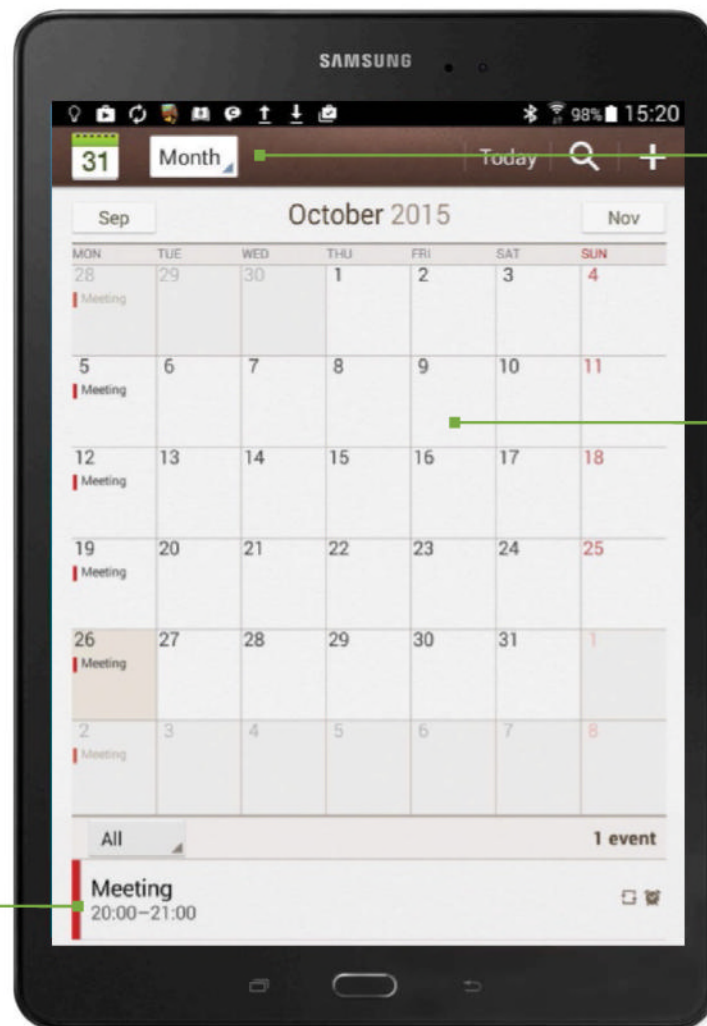


4: Manage accounts
Tap on the Manage Accounts option to manage or delete accounts.



S Planner

Get organised on the move, deal with multiple calendars and add tasks and events in seconds



Multiple views

No matter how you prefer to view your calendars, S Planner has you covered

Check events quickly
Events will pop up in the month view and are cleanly laid out for you in all other views

Not just events

Tasks are also catered for within S Planner. It's a flexible organisational tool

S Planner is Samsung's very own organisation tool and there is a very good reason why Samsung has chosen not to use the word 'calendar' in the app and that is because it does so much more than let you overview events that are happening today and in the future. S Planner is a fantastic solution that uses other Galaxy apps to great effect and maintains an ease of use which belies the sheer number of useful included features.

You can use the S Planner app to create new calendar events and view your entire agenda by week, month, day or even in a handy list. There is also a year view for those who like to plan ahead, which can be used to plan events a very long way in the future. Within all of these different view types you will find interfaces that let the events shine through, and which are also incredibly easy to read with a quick glance.

To understand S Planner, you will need to have a long look at all of the features, which include many views on offer to let you see the day ahead, the week and much further into the future to help you map out your important events and dates (Fig 1). The more you explore the S Planner app, the more likely you are to find useful tools that will help your organisation as easily as possible. Don't forget to personalise the S Planner app for yourself



Fig 1: S Planner can help you plan well into the future

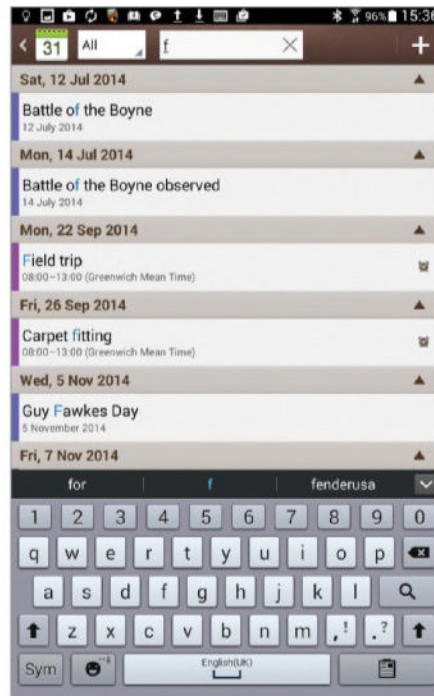


Fig 2: Search for any future event or task in an instant

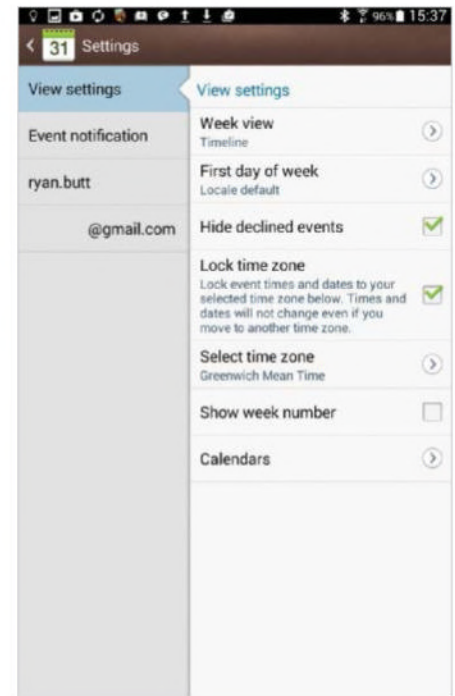


Fig 3: Enable calendar notifications and select alert type

- check out the boxout on below to see how you can embellish your messages with some fun and eye-catching emoticons

You can take your organisation to any level you like with S Planner, from keeping one simple calendar to highlight what is happening, to accessing multiple online and on-device calendars at the same time. This makes S Planner ideal for work and leisure, and you always get to decide how you want to view all that you have input. A selection of calendars can be displayed during the working

This flexibility is what makes S Planner so effective and so suitable for different people and their varied requirements. This is a Samsung solution that offers an alternative to the standard Google calendar offering, but it still takes full advantage of the Google online system and is completely compatible.

In the following tutorials we will highlight the most useful features of S Planner and take you through the more complicated areas, but it is safe to say that no matter how you approach this app, you will be able to keep

“S Planner feels much more like a complete organisation tool than a calendar”

day and then easily swapped when at home, which can bring clarity and variety to times which could otherwise be quite stressful, helping you to organise your time effectively.

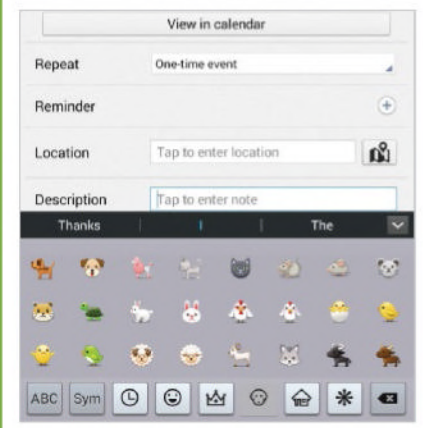
As you build up your calendar and set multiple entries, you will likely need some help to find what is going to happen in the near future. A quick tap of the magnifying glass icon will bring up the Search function (Fig 2), which you can use to find any entry or task instantly. This could easily become one of your most used S Planner features because it offers accuracy and speed that is only matched by Google's online search service.

everything on schedule and understandable within a day of first launching and using it. If you manage the notification settings correctly (in the Settings menu), you can create a system that fits your needs exactly (Fig 3). S Planner can sound audible alerts or drop them into the notification bar, which could prove less intrusive if you have a very busy schedule. Calendars on mobile devices can cause extra stress or help save you time, but with S Planner you can decide with careful planning how it will help you organise your business or home life. Read on to discover the great features that S Planner provides.

Mark your events with a sticker

Add event embellishments

When you create an event in S Planner, why not embellish it with eye-catching emoticons? On the event creation screen, scroll down to the Description category and then tap the emoji icon on the keyboard to bring up a wide range of images to use. You can use these as a way of bringing extra cheer to your events and alerts.

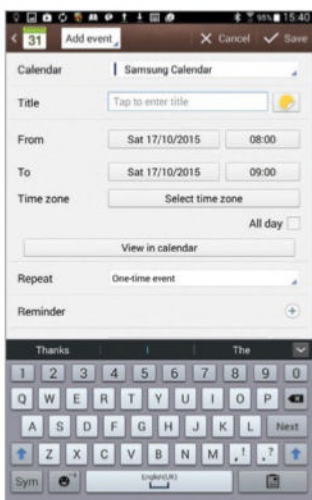
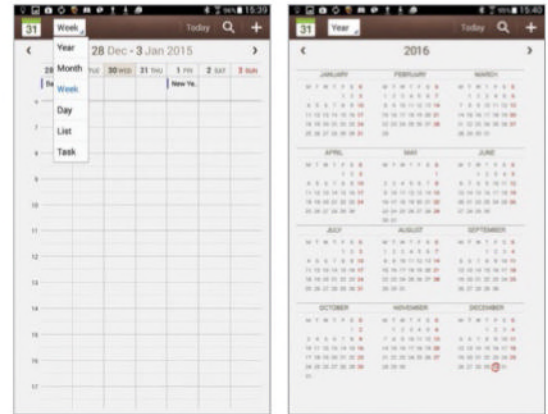


Manage every aspect of your life

1: Navigate the different views

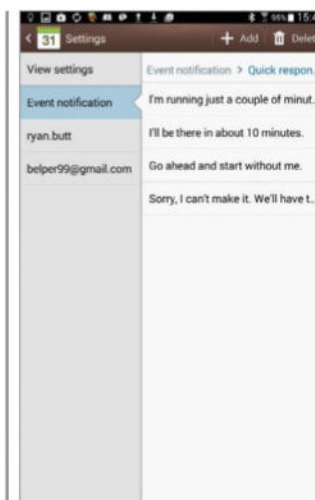
When you open S Planner, you can tap the icon in the top-left corner to see a list of views. Each of these is obvious in its nature and a quick tap on one will show you what it can do. The year view is useful as a quick overview because it does not show any calendar entries, but all of the others do, and with time you will eventually find the one you prefer. Tapping the menu key and selecting Settings will pop up a new screen with a section called View Settings. Here you can set the first day of the week, display the week numbers and make adjustments to how tasks and events are handled. The S Planner app is certainly designed for ease of use and you can use it to manage all aspects of your life through one simple interface.

“Tap on the menu to access a list of different views”



2: Add an event to the calendar

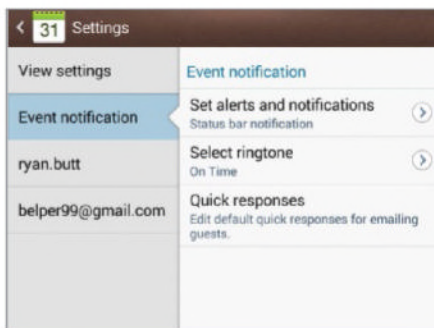
To add a new event, tap the '+' icon in the top-right corner and make sure that the Event tab at the top is the selected one. You can now fill in a myriad of options including alarms, location, duration and even repeats if you are likely to need this event multiple times. Once you have finished entering the information you require, tap Save and the event will be stored at the appropriate time. You can make events as simple or as information-rich as you require each time.



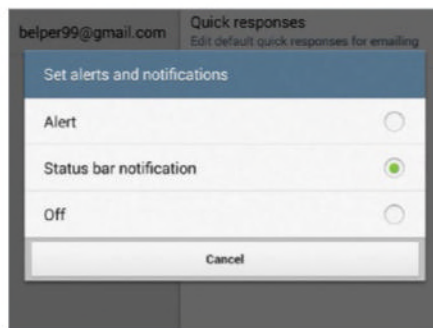
3: Manage quick responses

Go to Settings and tap on the Event Notification tab to the left to find an option called 'Quick responses'. You will see some responses already available, but you can tap the '+' symbol and add your own. Once these are set, you will be able to use them to send quick messages if you are running late for an appointment at any time. It is a somewhat hidden option, but it will prove useful when time is tight and you are unable to manually send messages. A clever and useful feature.

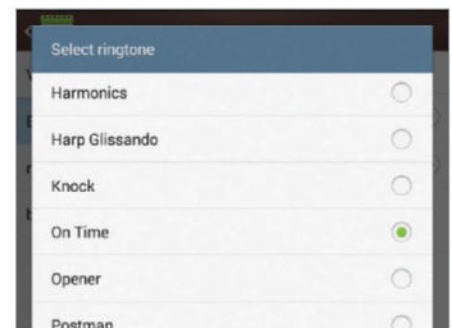
4: Enable calendar notifications



1: Locate the correct settings
Open the S Planner Settings and scroll down the screen to the 'Event notification' section.

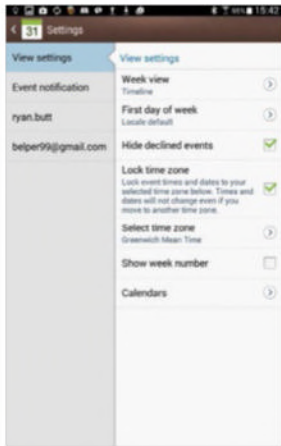


2: Choose your chosen alerts
Tap 'Set alerts and notifications' and decide between Off, Alert and 'Status bar notification'.

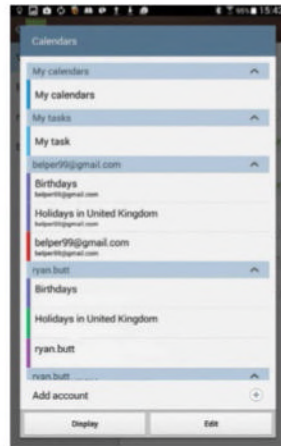


3: Select a special alert tone
Tap 'Select ringtone' to choose a tone for your future S Planner alerts. The list is long.

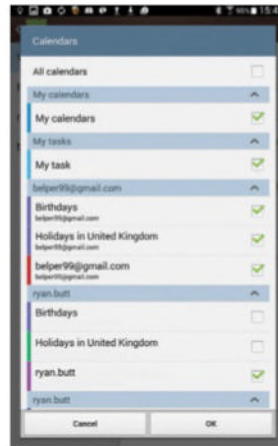
5: Manage multiple calendar accounts



1: View all calendars
To start viewing all of your enabled and available S Planner calendars, press the menu button and then choose the Settings option. Next to do is tap on the View Settings tab and select the Calendars option which can be found at the bottom of the list.



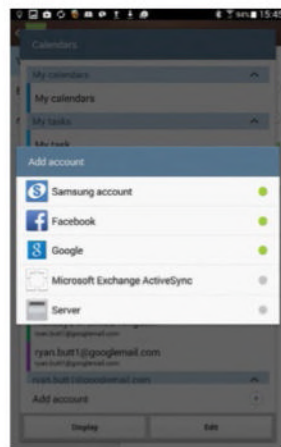
2: Multiple accounts
All of your accounts, whether they are online or not, will be shown in the resultant screen. You can now select any of these accounts to see the related calendar entries and scheduled events. You will notice that each account is colour-coded for clear and easy viewing.



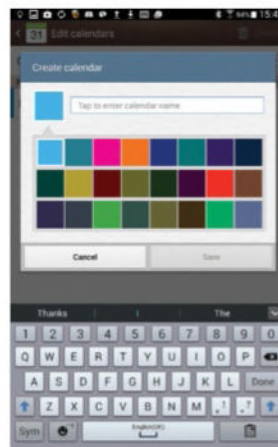
3: Calendars to display
Tap on the Display option on the screen and the list of calendars will change. Now you can tick all of the calendars that you want to be shown in S Planner by default. Select only the calendars that you need to have available on your Galaxy tablet device each day.



4: Multiple calendars
All of your selected calendars will now be displayed in the S Planner app, but with simple colour-coded notes on the dates to show which is which. This is possibly the single most efficient way to bring different parts of your life together in one easy to use app.

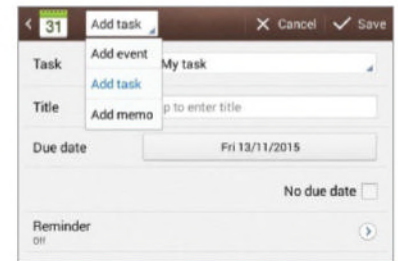


5: Add new accounts
Tap on the 'Add account' option when in the calendars view and you will then be taken to the standard Settings screen. Here is where you can add online accounts from Google, Microsoft and other online services. Now follow the process to complete adding a new account.

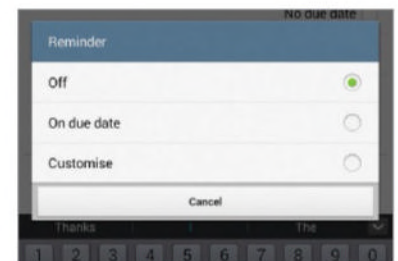


6: On-device calendars
You can also add new calendars on the Galaxy device itself to separate new entries. Tap the 'My calendars' option in the calendar view screen and then select 'Edit' followed by the 'Add' option. These new on-device calendars will now be even more secure.

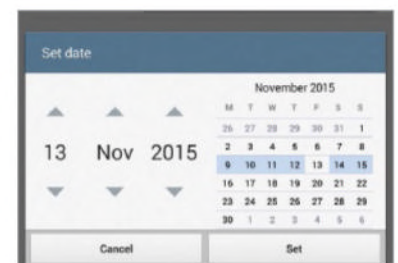
6: Add a task and set a reminder



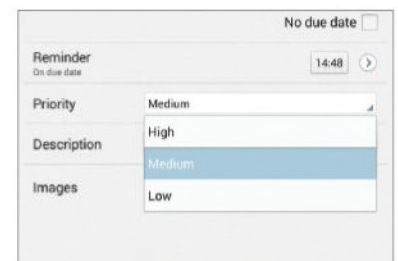
1: Choose the task option
Tap '+' at the top and then select the Task tab to create one.



2: Create a new reminder
Tap the Reminder option further down and choose Customise.



3: Choose a date and time
You can now easily select an exact date and time for the reminder to be made.

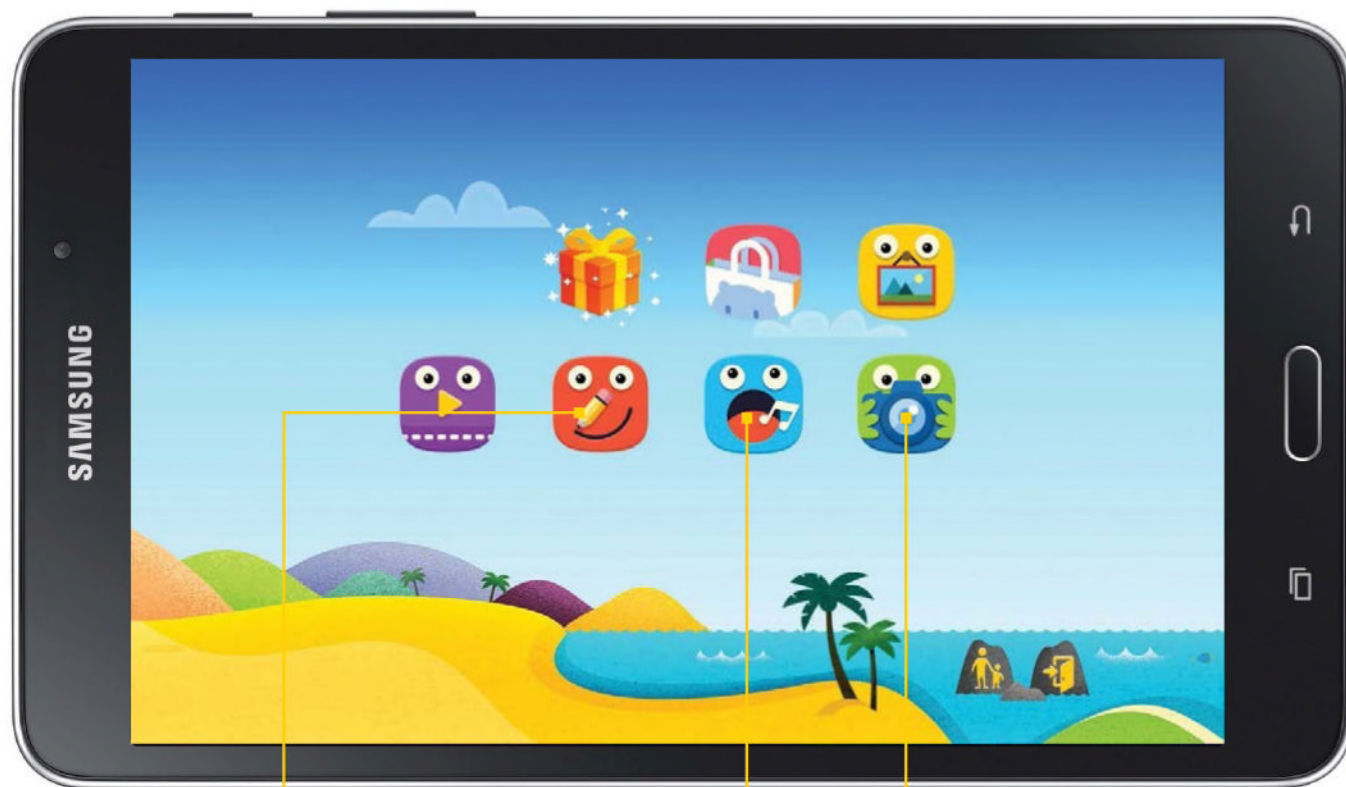


4: Set a task priority
You should also set a priority for your task for important events.



Kids Mode

Kids Mode on the Galaxy Tab allows you to let children use your tablet safely



Painting and drawing

The pencil icon launches a painting and drawing app with lots of brushes and colours

Fun voice effects

The musical note icon allows a child to record their voice and play it back with funny effects

Photos and Videos

The camera icon launches a safe, kids mode photo and video mode

Kids Mode on the Samsung Galaxy Tablet allows children to make the most of the device without compromising their safety. The user interface is presented in a colourful way that they will find fun while the standard functionality included provides a comprehensive and also extensible foundation for their use of technology. After installation, photo and video viewing, photo and video recording, sound recording, drawing and voice manipulation apps are included, as well as the

ability to interact with the bright characters and surroundings within the Kids Mode interface itself.

A 'Kids Store' enables parents to download apps that have been specifically approved by Samsung for use on the device. Both free and paid apps are available. Parents can also install applications by other means such as the Play Store and approve them for use in Kids Mode.

Newly added applications are initially shown on the screen as unwrapped presents, which

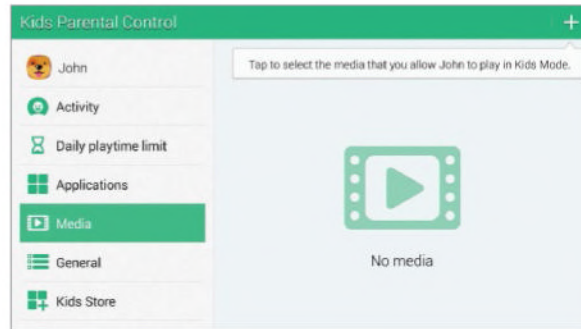
then reveal themselves with a cute sound and animation when clicked by the child. The idea is that a parent can gradually 'gift' the child new apps and games within Kids Mode on a regular basis.

Kids Mode is designed so that it is impossible for a child to exit the application and thereby accidentally view unsuitable content or change the settings of the tablet itself. Access is controlled using a PIN code defined at initial setup.

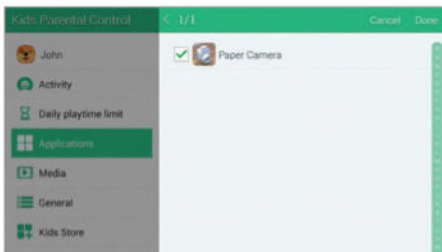
Add additional content

1: Enable photos and videos

By default, children in Kids Mode have access to only photos and videos that they create themselves. Using the Parental Control interface, access can be granted to additional content. Press the media icon and tap on +. This will display all content installed on the device for selection on a per-item basis. Use the 'Video' app outside Kids Mode to test.



2: Grant access to additional apps

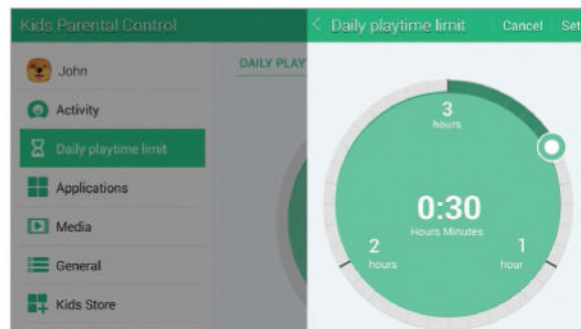


The preinstalled Kids Mode features provide a good amount of content for children to enjoy, but you will likely want to install your own applications to expand the functionality. The easiest way to do this is using the Kids Store, which can be accessed using the icon in the Parental Control interface (accessed using the 'hand holding' icon in the bottom right of the main screen). In addition, apps installed from other stores can be enabled, removed or reordered using the 'Applications' icon.

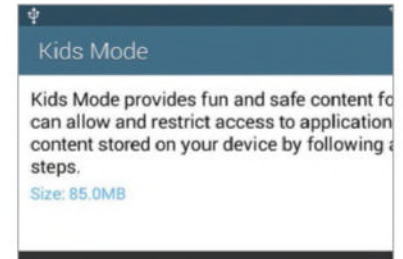
“When installing your own apps, remember to check them for inappropriate content before approving them for Kids Mode”

3: Set a playtime limit

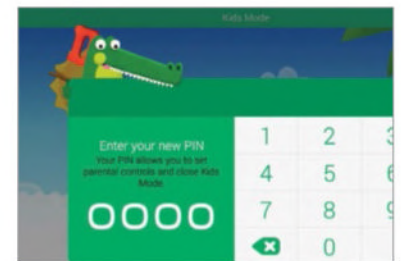
The daily playtime limit for Kids Mode is disabled after first installation, but it can be configured using the icon in Parental Control mode. First enable the feature using the toggle switch then click on the big green circle to set a time. Different times cannot be set depending on weekdays or weekends and unused time doesn't roll over to the next day.



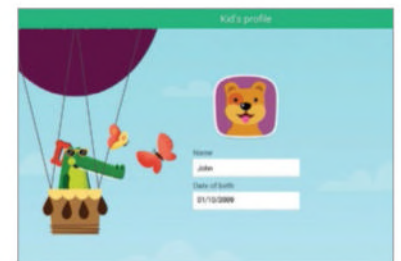
4: Install and configure Kids Mode



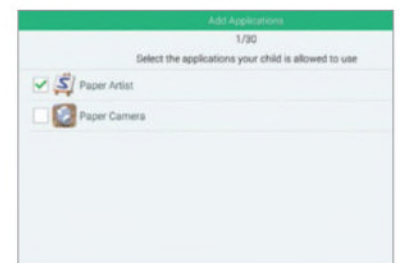
1: Download Kids Mode
Kids Mode needs to be installed using a desktop shortcut to Galaxy Apps.



2: Set a PIN
Set a PIN that stops the child leaving Kids Mode or using Parental Controls.



3: Configure your child's profile
Enter your child's name, date of birth and choose or capture a display picture.

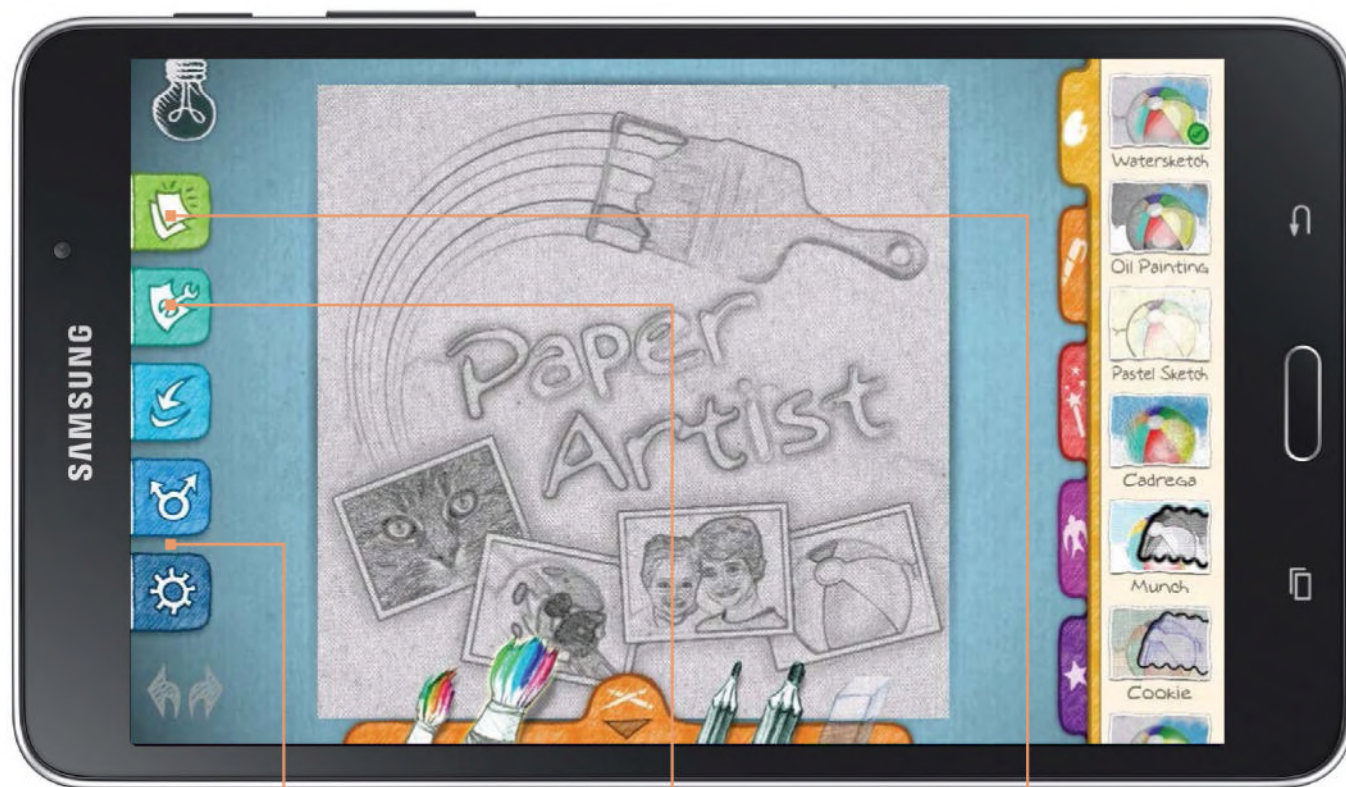


4: Add applications
You can add installed apps at initial setup as well as in Parental Controls.



Paper Artist

Paper Artist lets you get artistic with your photos using filters, brushes, pens and frames



Save or share image

The two blue icons with arrows allow you to save your image locally or share it

Set image properties

The paper and spanner icon lets you crop your image, apply a frame or tweak levels

Choose an image

The green paper icon chooses an image to work on from either the camera or gallery

Paper Artist is the follow up to the smash hit Paper Camera application, which allows users to take images with their camera while applying various artistic effects in real time. The Paper Artist app is different in that effects are not applied in real time and are instead applied after the fact, allowing more detailed tuning and manipulation as well as being able to switch between different effects after the picture has been taken. This also gives you the ability to load images from

your gallery or image service such as Dropbox, rather than being limited to new images.

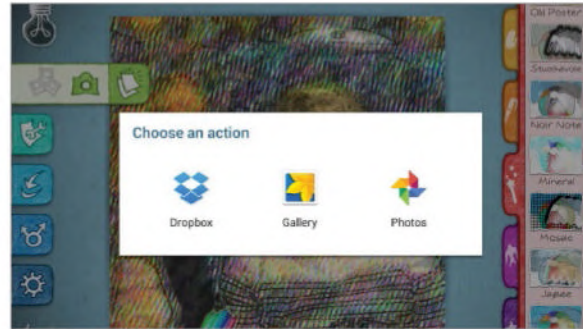
Over 40 original artistic styles are included, ranging from Watersketch and Oil Painting to Felt Pen and Mosaic. Different filters work better on different images but you're sure to find something suitable from those offered. The best results are normally achieved in bright images with contrasting colours – images taken at night or in poorly lit rooms don't fare quite so well with many effects.

Over 20 different frames are included in the Paper Artist application (each with 3 different sizes), which can be applied to your image either at its original aspect ratio or in a cropped form, ideal for sharing to social networks (a 1:1 crop is included for use with Instagram for example). Loading images from the gallery doesn't affect the original copy – any versions you save when finished or at points throughout your work won't overwrite the original.

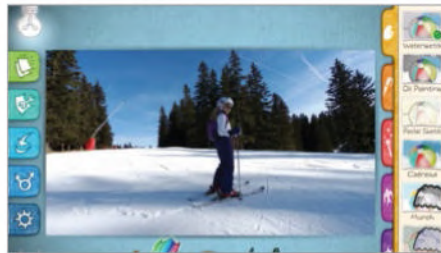
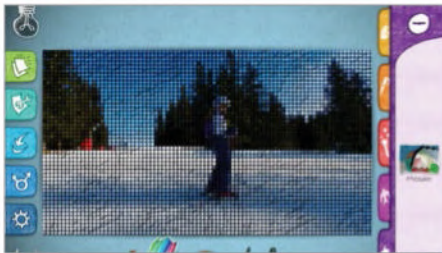
Get started with effects

1: Load your image

To start, tap the green icon of 2 sheets of paper. This opens up a menu with 2 options – the first is to load an existing image, the second is to open the Paper Artist camera. When choosing an existing image, you can select from the suitable apps on your device – Gallery, Photos, etc. The app's camera is quite basic, it may be better to use your phone's main camera.



2: Apply your first effect



After you have selected an image that you wish to apply effects to, it will be loaded in the main view screen with the last selected effect or default effect applied. This is a good time to try out the light bulb button in the top left corner – this lets you preview the original image just briefly. The effects themselves are split into 4 scrollable categories in tabs on the right hand side of the screen – just click on an effect to apply it. Click on the bottom tab 'Favourites' and use the + icon to add the current effect.

“Over 40 original artistic styles are included, ranging from Watersketch and Oil Painting to Felt Pen and Mosaic”

3: Use brushes and pencils

In the list of effects on the right hand side of the screen, you'll notice that parts of the image show a slightly different detail. This is a preview of the additional effect that can be applied using the brushes, which can be viewed or hidden using the orange button at the bottom of the screen. Two different sizes are available, in addition to two sizes of pencil.



4: Crop, frame and share artwork



1: Crop your image

The crop menu lets you modify the aspect ratio of your image.



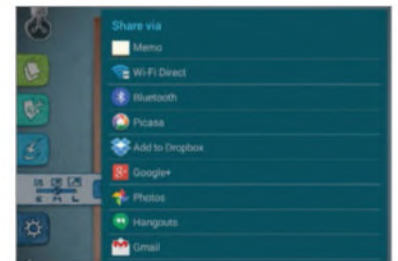
2: Add a frame

The frame menu lets you try different sized borders on your image.



3: Save to device

The save option stores a copy of the image on your Tab in varied resolutions.



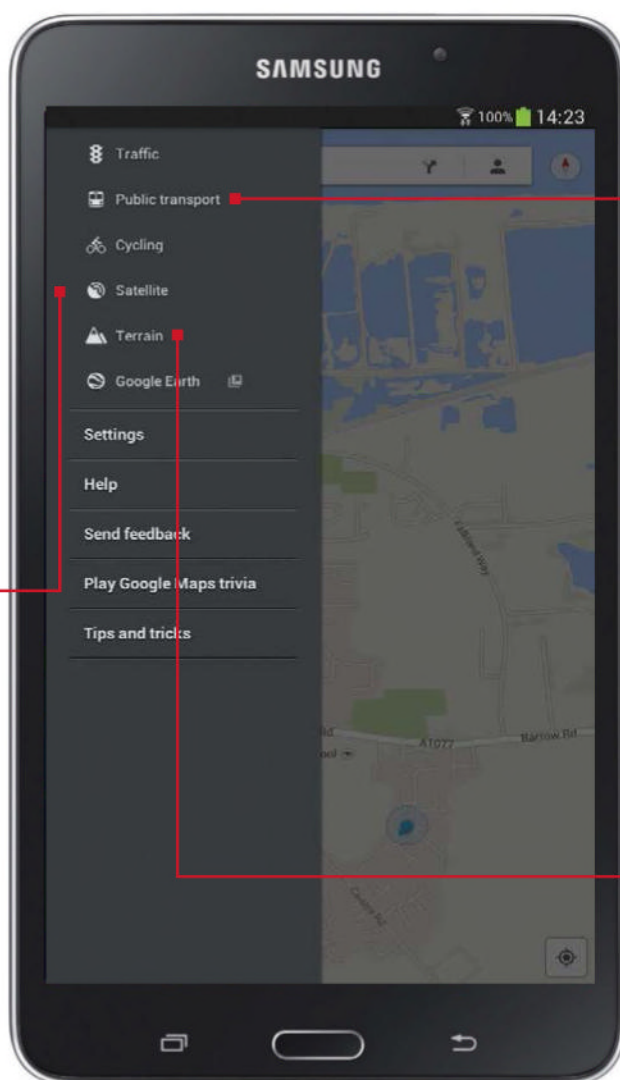
4: Share to social networks

The share option shares a copy of your image to Facebook or Twitter.



Google Maps

Discover what the Maps app has to offer, from discovering places to navigating using directions



Satellite view

Tap on this to add the view of the actual landscape from the overhead satellite

Transport options

Traffic, Public transport and Cycling show the options for each mode of transport

Adding a relief map

The Terrain option adds a relief map over the road network to show hills and valleys

If you ever need to get anywhere, then you need to use a map. In the car, that's often a dedicated satnav device, but with the small screen and difficulty in using it while driving, it's very much a set-and-go experience. If you have a Samsung Galaxy smartphone or tablet, though, you have access to Google Maps, which uses GPS to find your location

and Wi-Fi signals to accurately refine it. The Maps app has a lot to offer – so while you can use it to find where you are and get directions to where you want to go, it can also be used to discover local sites of interest, bus routes and cycle paths. If you are going by foot or cycle, however, a switch of the map view can make the difference between getting there

safely and running out of steam halfway up a hill. Toggle Terrain view on and a relief map showing hills and valleys appears over the actual road and path network (Fig 1).

The interactive map itself uses the standard minimalist display for clarity, but if you really want to get an idea of the area you are travelling through then toggling Satellite

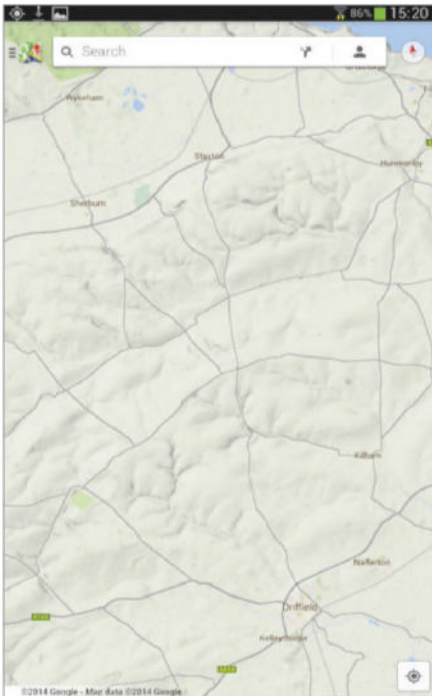


Fig 1: Terrain view gives you an idea of hills and valleys

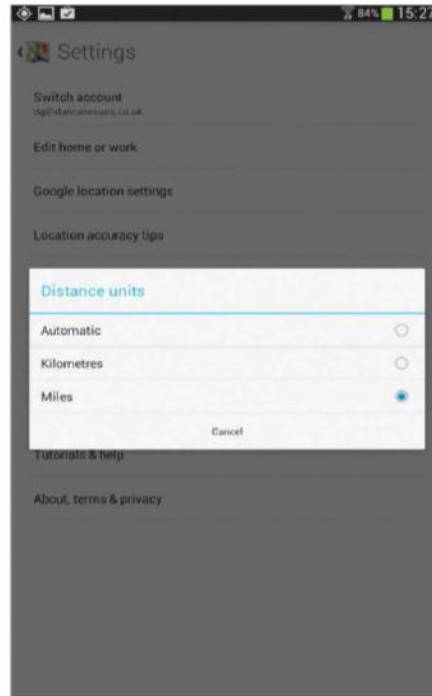


Fig 2: Units are set automatically but can be changed manually

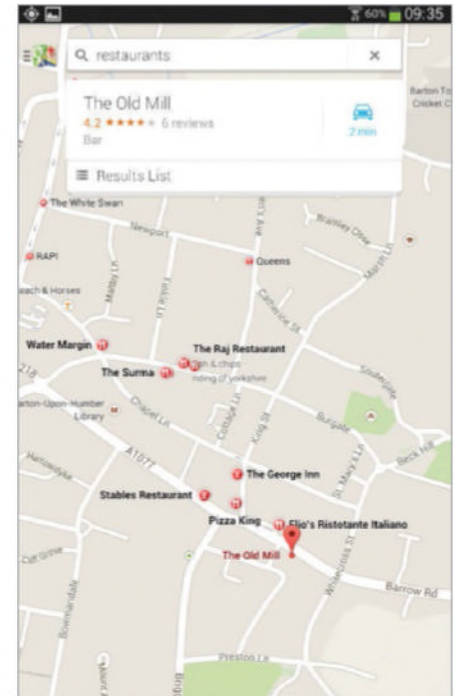


Fig 3: Bring up details of interesting places

view on will add the view from above with the road map overlaid on it. Also on the main map screen are icons showing a compass, which will point north on the map, and one for finding your current location. Simply tap on that and it will use your Galaxy device's built-in GPS to find where you are – along with Wi-Fi networks to refine your location.

In terms of navigation, there are four modes of transport available: car (or any vehicle which uses roads), train, bicycle and on foot. The

as defined earlier, and the amount of traffic on the roads ahead. This can be useful if the immediate path has a traffic jam.

If you like to go through the route before setting off, then tap on the X icon at the bottom left to get out of the 3D router and go back to the step-by-step view with the map underneath. Tap on the left and right arrows in the bottom-right corner to step through each instruction, with the map view changing to show that part of the trip.

“The Maps app has a lot to offer – much more than a standard satnav”

Maps app can detect your current location and then, when the destination is entered, it will provide a route on the map, along with an estimation of the time taken. Tap on the timed estimated of the journey to see a step-by-step list of directions, complete with distances (units can be altered in Settings – Fig 2) and road names for each junction or roundabout.

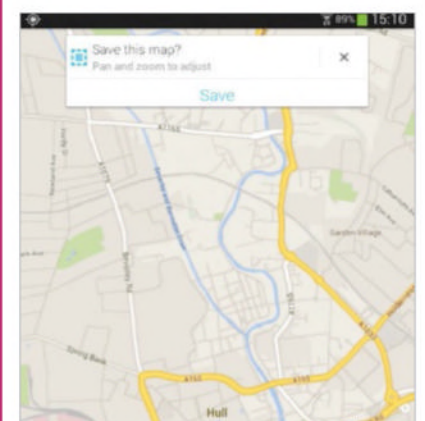
Other options when navigating include showing the traffic density on the map, finding an alternative route or going back to the list of text directions in the step-by-step list. When selecting an alternative route, the system will calculate it based on your preference for types of area to avoid,

Another handy feature of the Maps app is that it also shows places of interest (Fig 3). Tap on the icon alongside the name and the place is highlighted in a pop-up window. Tap on the name in the panel to bring up details of the place, contact info, website address, opening hours, any reviews it has had, photos that have been posted and also a Street View option. Tap on this to go to Google's famous photo-based street-level view where you can use the navigation arrows to move around the streets in a virtual fashion. If you are actually at this location, you can also take photos and upload them. Finally, the location can be saved on your device or shared with friends.

Offline maps

Save your maps for later

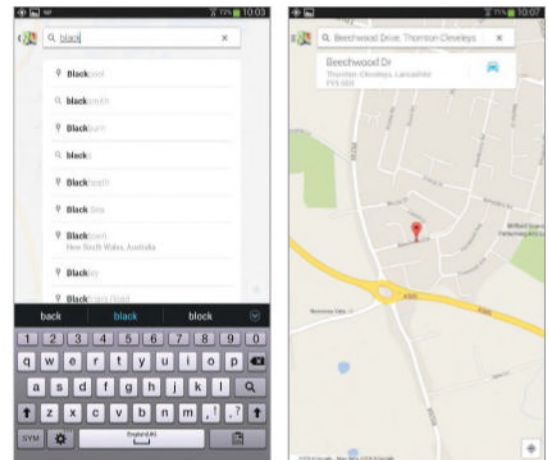
Being able to find your location through GPS is fine, but you need a Wi-Fi or data connection for loading the maps. Not useful if you have a Wi-Fi Tab and you are in the car. Instead, while still at home, tap on the person icon, scroll down and tap 'Save map for offline use'. You can then pan and zoom to get the map view that you want. Tap on Save and give the map a customised name, then tap on Save again. It will download and save the map.



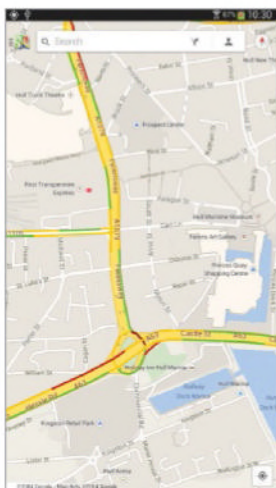
Find and navigate to interesting places

1: Search for locations

Tap on the search field to bring up the search options. The first time you do this there's a prompt to turn on Web History; this records the places you search for to make it easier next time. Either way, start typing the address of the place you want to find. Maps will start suggesting places as you type. To go to any of the recommendations, simply tap on them in the list below. Typing the name of a large town will centre the map on it, zoomed right out. However, you can search for street names in towns as well. As soon as you get on to the town or city part of the address, the automatic suggestions will start to appear. Tap on the suggestion to zoom in to that precise location. An alternative to typing is to tap on the microphone icon and speak the location.

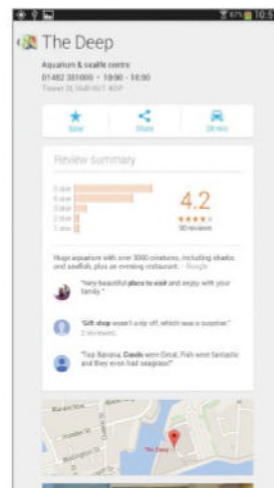


“Tap on the automatic suggestion to zoom in to that precise location”



2: View traffic information

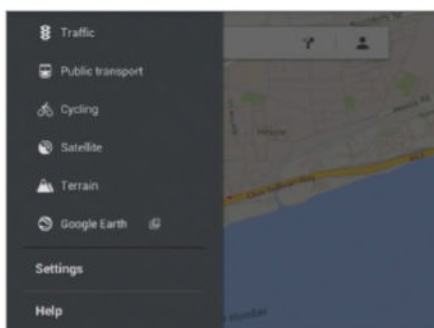
While looking at your route tap on the menu and select Traffic. This adds current traffic flow onto the road network. Green lines represent a normal traffic flow and are added to dual carriageways, motorways, roundabouts and main roads. Yellow means some congestion while red means significant congestion or disruption. Also, icons may appear alongside the route. These stand for accidents, construction, road closures and other incidents. Tap on the icon for more details of the incident.



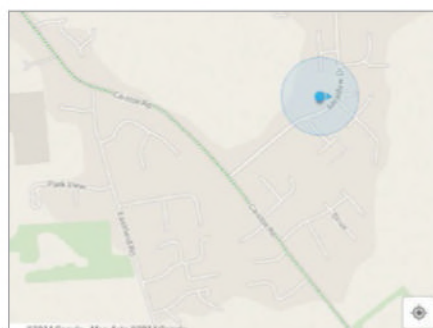
3: Share interesting locations

As well as roads and routes, the Maps app features lots of interesting places dotted around. Tap on the name of one to see a pop-up box showing the place itself, address, opening hours, ratings and how far away from your current location it is by car. Tap on the place name to see much fuller details, then tap on Share. Select which sharing service to use, such as Google+, Gmail and Email. The host app will then load and a link to the location on the map can be shared with the recipient.

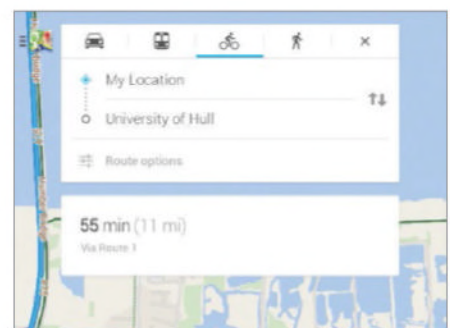
4: Find cycle routes



1: Discover the paths for cyclists
Tap the menu icon, then Cycling to add full and partial cycle pathways to the map.

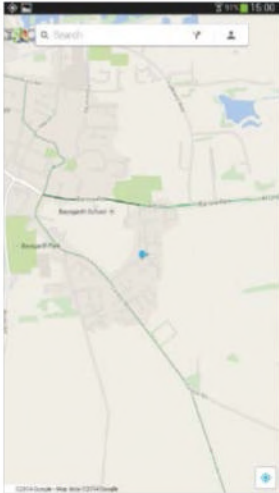


2: Where is the nearest pathway?
Tap the bottom-right icon to see how near the cycle paths are to your current location.



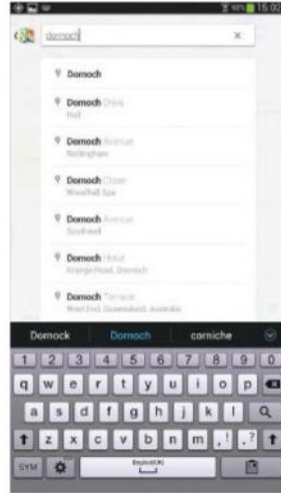
3: Navigate using your bicycle
Tap the Directions icon, then tap Cycle to see the route – using cycle paths where possible.

5: Navigate using directions



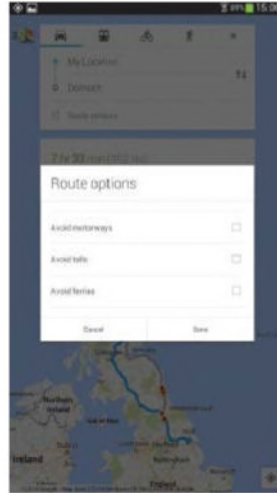
1: Set the start point

To let the Maps app know where you are starting from, tap on the GPS icon in the bottom-right corner. The map will then centre on your current location. If your directions are not from there, then don't worry.



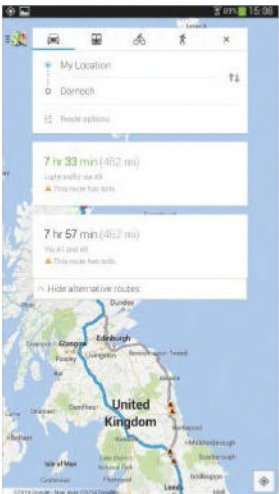
2: Where to?

Tap the Directions icon in the search bar. It will automatically add My Location as the starting point. Tap on 'Choose destination' and type in where you are going to. Suggestions will appear underneath.



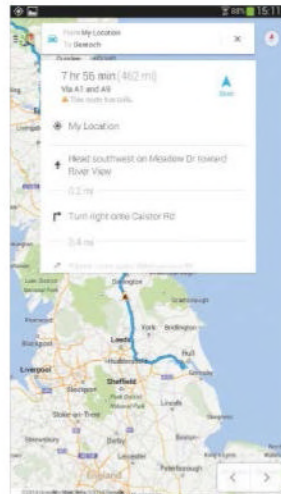
3: Avoid things

Tap a suggestion or the search icon. The map will show the route, distance and any alternatives. Problem points and tolls are also highlighted. Tap on 'Route options' to avoid motorways, ferries and tolls.



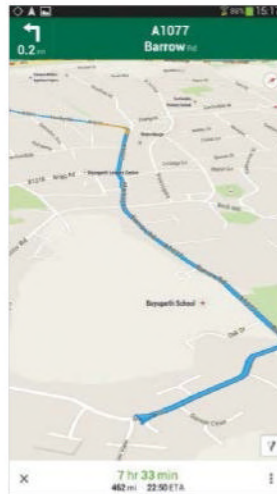
4: Select a route

Tap on 'Show alternative routes' to see the time and distance estimate for the alternative route. Tap on this to use it instead of the main route, or tap on the main route to select it for step-by-step instructions.



5: Follow route

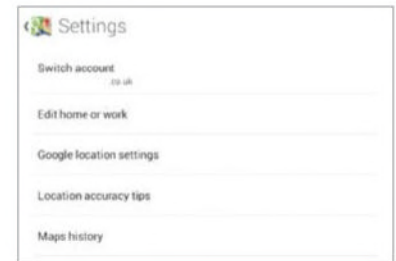
The text window now contains instructions with turns, roads and distances. You can scroll down the list to read them all. Then tap on the Start icon alongside the time and distances to switch to 3D mode.



6: Turn-by-turn mode

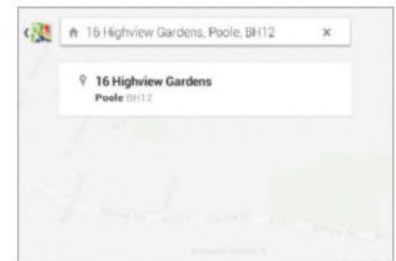
There's an option to dim the screen between turns, then the voice reads out the first direction. Tap on the three-dots icon to show alternative routes, turn off the voice, show traffic/satellite or go back to the listing.

6: Set and save your home location



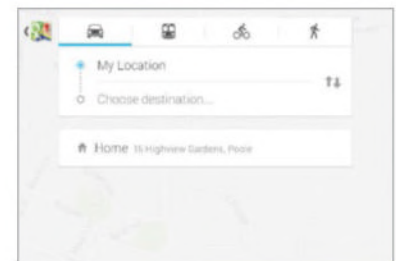
1: Go to your personal settings

To add your home location, tap on Settings, then 'Edit home or work'.



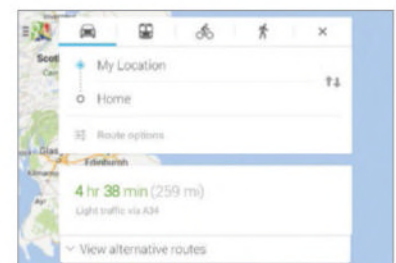
2: Edit and add home address

Tap on 'Enter home address' to input it.
Tap on any suggestion or Done.



3: Address is now available

Exit the Settings, then tap the Directions icon. The Home address is now shown.

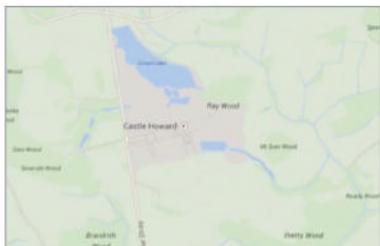


4: Use your address for a route

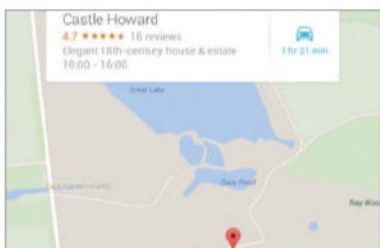
Tap on the Home address to use as a start or end point for a route.

Discover more about locations and how to access them

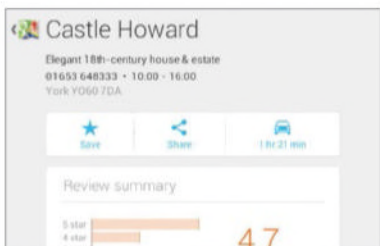
7: Make a location a favourite



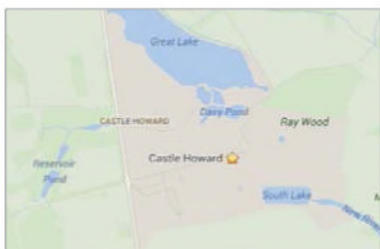
1: Find the location you want
Zoom into the map until you find the location that you want to save.



2: Bring up details for the place
Tap on the place name to show the details, then tap on the info bar.



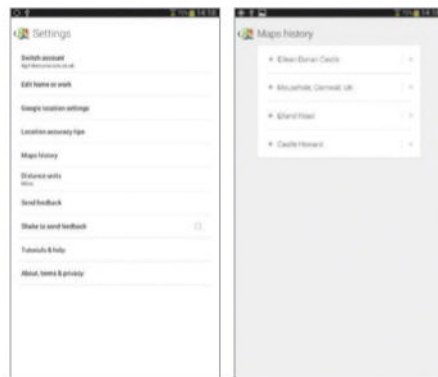
3: Save as a favourite
The full details of the location appear. Tap on the Save icon to store it.



4: View saved places on map
When browsing the map, any saved places will be marked with a star.

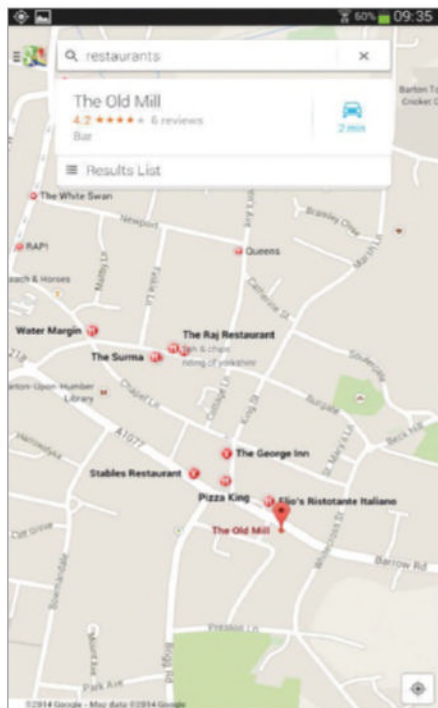
8: Change the Google Maps settings

Tap on the top-left menu, then on Settings to access the settings options for Maps. The first thing you can do is configure which Google account it is working with. As Maps stores personal preferences and locations, switching to the right account (if you have more than one) is a good idea. Tap on 'Edit home or work' to add those addresses to use as shortcuts on the search bar. Maps history contains a list of favourite places which can also be deleted.



9: Find all sorts of local services

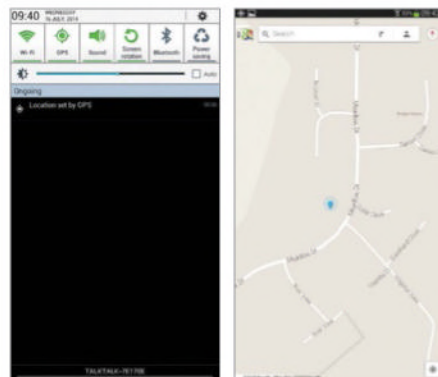
To discover the places around you, particularly if you need a specific service, firstly centre the map on your current location. Do this by tapping on the GPS icon at the bottom right of the screen. Then tap on the search bar and you will see a list of icons for local services. These include food and drink, pubs, petrol stations, post offices, accommodation and cinemas. Tap on the More icon on the right to see the full list. Tap on the type of service you want to find and they will be highlighted on the map. Tap on a place to see details and directions for it.



"Services include pubs, post offices, accommodation and cinemas"

10: Find your current location with GPS

In order for Maps to know where you are, you need to have GPS turned on. You usually need to have Wi-Fi or a 3G signal to access the actual maps – though these can be saved from earlier. Swipe down from the top of the screen and toggle the GPS icon to on. Then, tap on the GPS icon on the bottom right of the screen to centre the map on your current location. Zoom in and the location pointer will show what direction you are currently facing.





11: Discover Google Earth

3D view

Zooming into the map makes it more 3D. Use two fingers to elevate the view to enhance

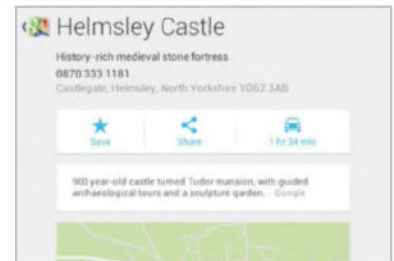
Go to the street view

Tap, hold and drag the figure onto a street to switch to Street View in that location

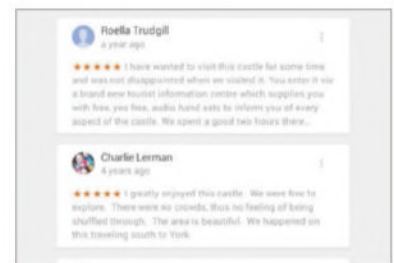
Places of interest

Zoom out from this view to see more shortcuts to places of interest around the area

12: Location info and user reviews

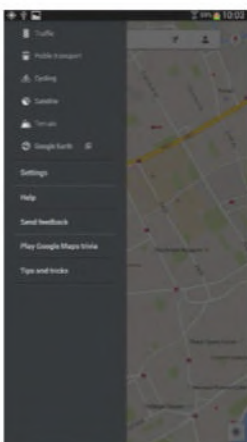


1: Learn more about places
Tap on a location name and then the pop-up to see more about it.



2: Read what others think
Scroll down to see ratings and read reviews from other visitors.

13: Change the viewing interface



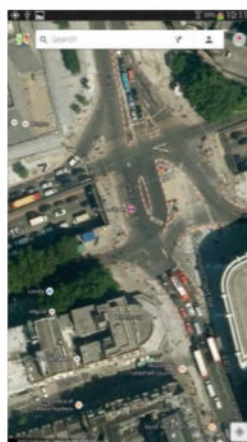
1: Map view

There are a number of different views that the Maps interface can use, all of which are accessed by the menu icon at the top left. Tap on this to open.



2: Train and tube

Tap 'Public transport' to show railways and underground lines on the map. London Underground lines appear in the correct colour.



3: Satellite view

In the menu, turn off 'Public transport' and turn on the Satellite view. The road network is overlaid on the satellite view. Zoom in for more detail.



4: View from street

Tap on any named location to see its name panel appear. Tap this for more info and then on Street View to see what it's like at ground level.

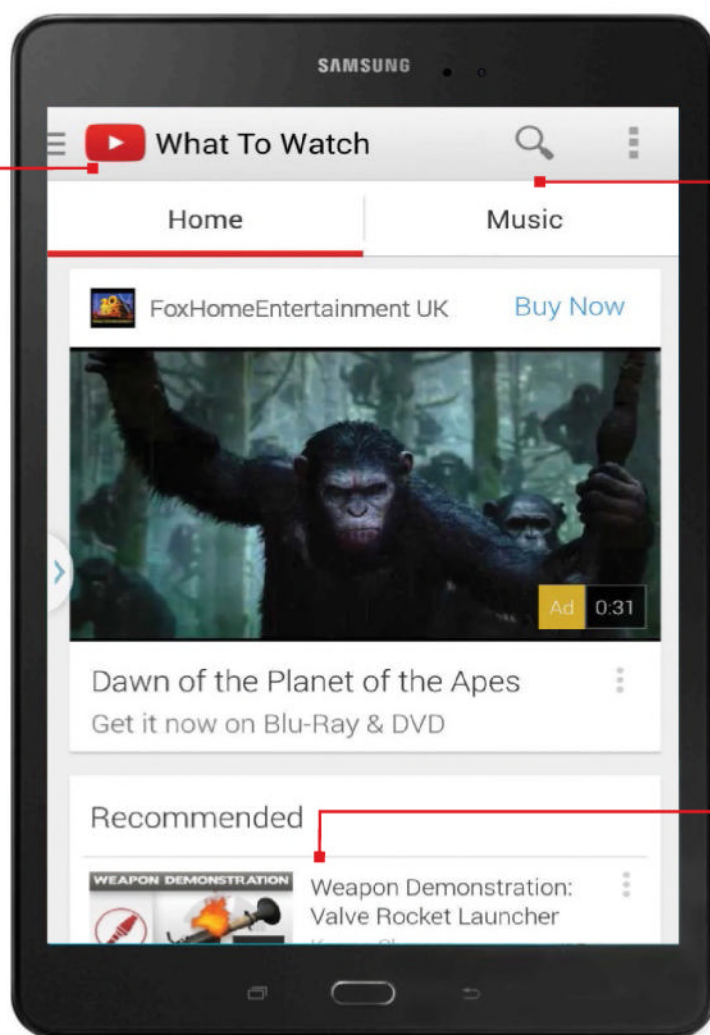


5: Rotate view

In Street View, tap once on the screen, then tap on the Rotate icon, bottom left. As you physically move around, the view will rotate with you.

YouTube

Get stuck in to a feast of video goodness waiting to be discovered on your Galaxy device



Plenty of options
Tap this icon to call up the main menu for settings, subscriptions and much more

The search bar
Tap the magnifying glass to search for something in YouTube's millions of videos

What videos to watch
When you launch the app, you'll see a home page full of great suggestions

YouTube, social media's most prolific source of video wonderment, is a marvellous app that is guaranteed to find you something useful or entertaining – for both work and play. With millions of video clips, ranging from the interesting to the weird, there is always something available to watch and enjoy – you just have to clock-watch to ensure you don't get too lost in a voyage of discovery, as this is so easily done.

Searching for videos is just as easy and there's plenty to discover. Far from being just a source of crazy cat videos and funny fail shots, YouTube holds the potential to enrich your life. There are channels that can help you learn new things: documentary videos, interesting fact bites or even language courses are all available within just a few taps. If you fancy teaching yourself a new skill, whether it's how to wire a plug, bake a wedding cake, learn

guitar, groom a dog or change the oil in your car, this in-depth knowledge can be gleaned using the thousands of how-to clips on offer.

If you've got a bit of time to kill, why not investigate the whole series of TV programmes available by browsing YouTube's TV Shows category? Music lovers are in for a treat too, as YouTube is a great way to view music videos or just listen to your favourite tunes recorded or played live (Fig 1).

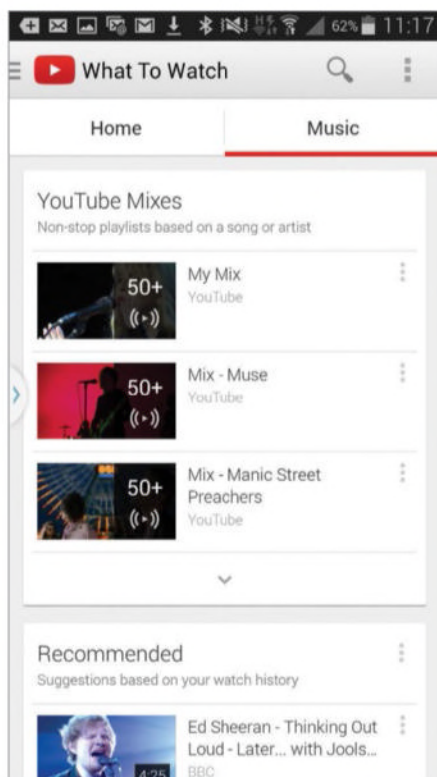


Fig 1: Find favourite artists and tunes in the Music category

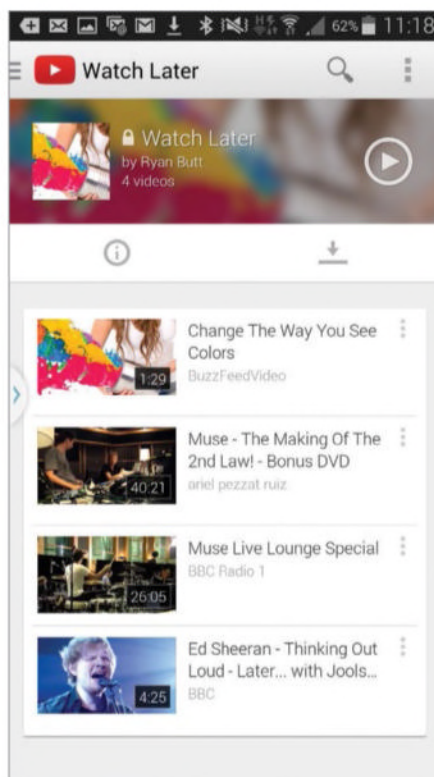


Fig 2: Use your Watch Later list when you're short on time

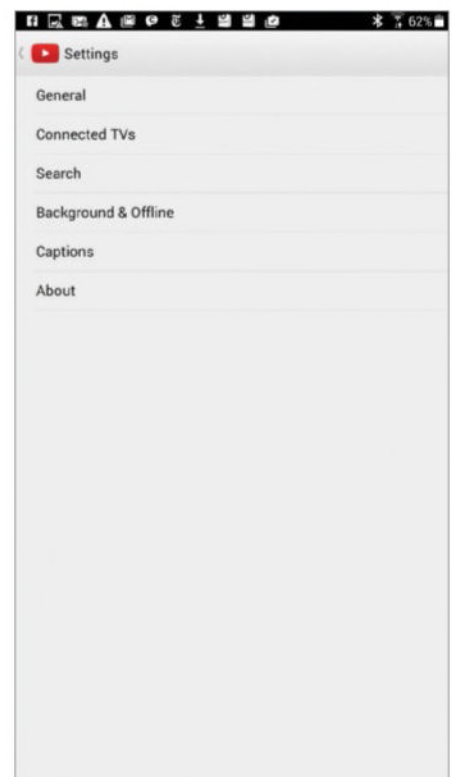


Fig 3: Make the app your own by exploring the settings

This app's personalisation is also top-notch. YouTube uses your Google ID (which you can easily create from within the app if you haven't got one yet), which means that you can choose to share all of your YouTube comments and likes with friends on the Google+ social network. Once you've signed in, a whole world of YouTube power awaits you! You can create multiple playlists of your favourite videos, store

how much you love something by hitting the 'thumbs up'. Similarly, you can also show your displeasure at a video by hitting the 'thumbs down' button. If something's downright nasty you can Flag the clip to get it assessed by the moderators and, if deemed inappropriate, get it removed to spare other people. You can, of course read other peoples' comments which may in turn spark some interesting debate. If

"To really get the most out of this fantastic app it's a good idea to sign in"

videos to watch later so you don't spend ages searching for them again (Fig 2), mark videos as favourites so they're always there to watch over and over again, and even share videos and playlists with your friends across a huge array of social media platforms. You'll never be stumped for something to watch as you can effortlessly browse through the app's tailored suggestions (based on things you have searched for or watched before), or tap through their browsing options to see what's hot (the latest videos to go viral).

You can also get involved in the discussion by leaving a comment on a video and show

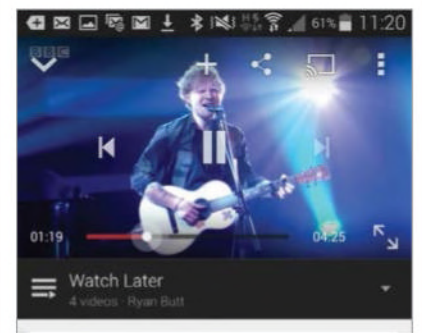
you like the video then you can also tap on the uploader's name to get details on other videos that they have uploaded and perhaps subscribe to their channel so that you can get notified when a new video by that person is uploaded for your viewing pleasure.

You can also drill down further into the app by tapping the menu button and choosing Settings to explore content localisation and notification settings (Fig 3). You can also pair your device with a TV or games console to beam your favourite videos to the big screen and much more. Read on to discover more about this hugely entertaining app.

Connect to a TV

Watch on a big screen

Pairing the YouTube app on your Galaxy device with your smart TV or games console is very easy to do. With the YouTube app, open on your Galaxy device, tap the three-dots icon, then tap Settings, followed by Connected TVs and 'Add a TV'. Now open your TV or console's YouTube app and hit Settings, then select the 'Pair device' option. As long as they're both connected to the same Wi-Fi network they will connect.

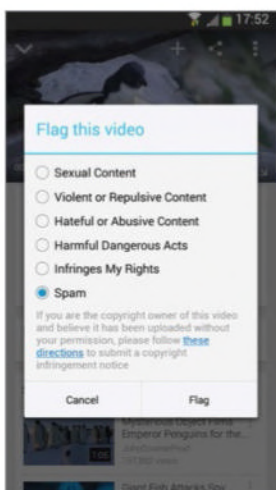
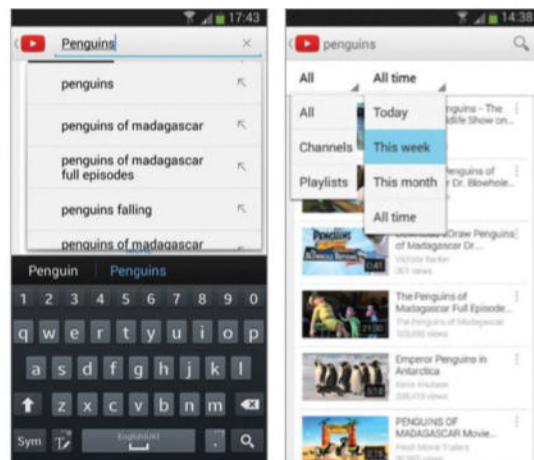


Learn how to become a YouTube genius

1: Search for videos

It's easy to find what you're looking for using the YouTube app. Head straight for the magnifying glass icon in the top-right corner and, whether you're after a video, channel or a person, simply type your search term into the box. You'll see a few suggestions appear – if you see what you're looking for in the suggestions box you can tap on it, otherwise finish typing and then hit the magnifying glass one more time to search. Alternatively, instead of typing, hit the microphone icon and speak your search term. As your search results load, you'll see two drop-down menus to help filter the results. The first one lets you select what you want (such as videos, channels etc) and the second one lets you choose your time frame (today, last week, all time etc).

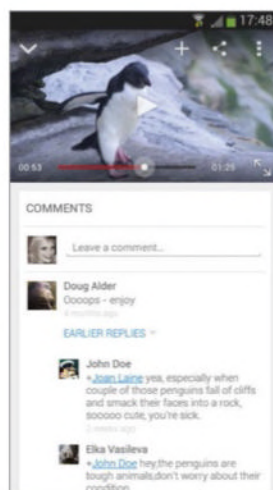
"It's easy to find what you're looking for using the YouTube app"



2: Report a video

YouTube is a free upload site where everyone can express themselves. However, sometimes one person's idea of fun isn't shared by everyone else. To help keep YouTube an enjoyable and safe place, you can report a video that you believe is unsavoury or offensive.

To do this, when watching a video, tap on the three-dot icon at the top right. From the options, tap the flag icon. You can now choose a reason from the list as to why you are reporting the video and then hit Flag to report it to YouTube.



3: Like, dislike and comment

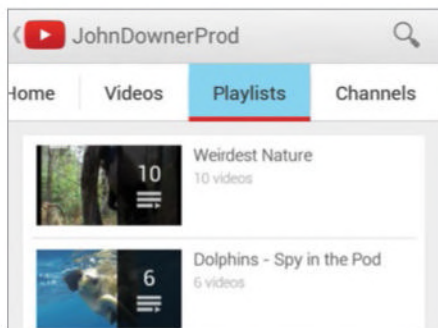
If you find something that you really love, or that you really don't like, you can show how you feel using the thumbs-up or thumbs-down icons. These are found below the video, and all you need to do is tap the one you want. If you want to leave a comment, scroll down to the comments list. Tap on the space that says 'Leave a comment' and just begin typing. Here you can choose if you'd like your comment to appear on your Google+ feed. When you're done writing, hit Post.

4: Subscribe to a channel



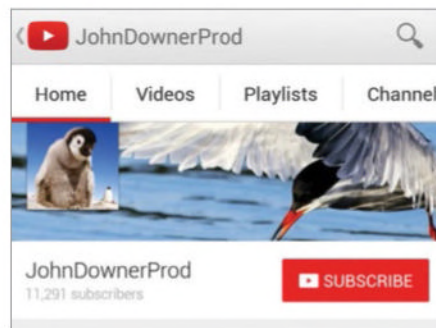
1: Find a channel you like

Below a video's title info, you can see who uploaded it. Tap to explore their channel.



2: Explore videos and playlists

When the channel loads, use the top tabs to view the user's videos, playlists and more.



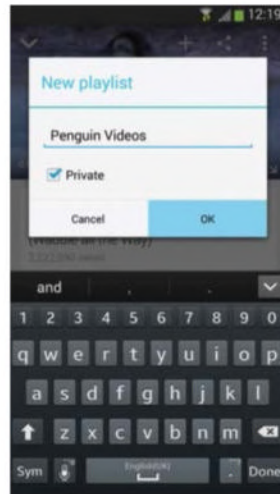
3: Subscribe to keep updated

If you like what you see, go back to the Home tab and tap on Subscribe to stay connected.

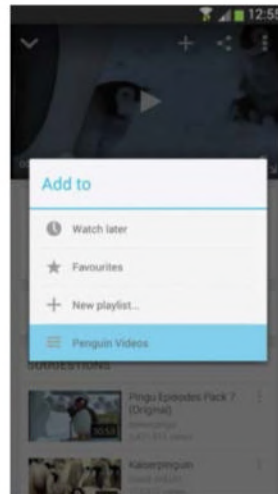
5: Make and edit playlists



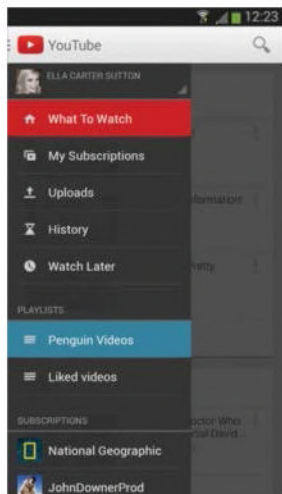
1: Locate and tap plus
A YouTube playlist lets you group videos together, whether they're ones to watch, all-time favourites or a genre-specific list. When watching a video, tap it, then hit the '+' symbol in the top-right corner.



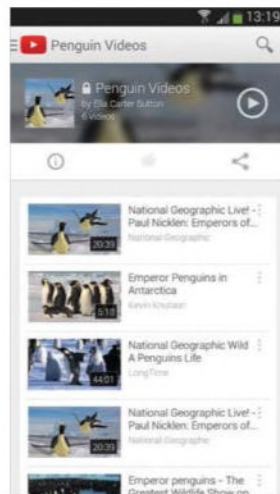
2: Create a new playlist
Tapping the '+' symbol calls up your 'Add to' options. You can choose to add the video to your Watch Later list, add it to Favourites, or add it to a New Playlist. Tap this last option, name your new playlist and hit OK.



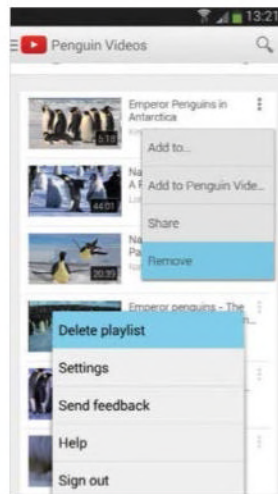
3: Add more videos
Now that your playlist is created, you can add another video to it by tapping the '+' button once again when viewing the video. You'll see the playlist you just made on the 'Add to' list, so just tap it to add your video.



4: View a playlist
Tap your device's Back button to return to the home page, then hit the YouTube icon in the top left. This calls up the main menu on the left – your newly created playlist will appear under the Playlists tab. Tap to open it up.

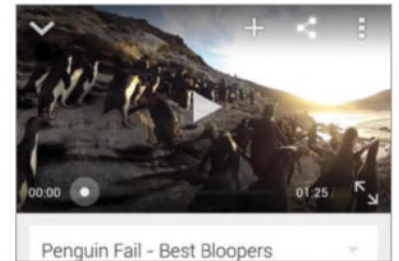


5: Know your way
The large play icon (arrow in a circle) in the top bar will play the video clips in order. Or you can tap each video to play. The Share icon lets you show off your playlist to friends and the 'i' icon displays all the info.

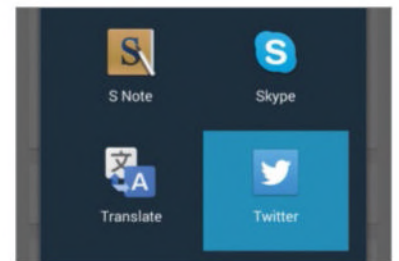


6: Make a few changes
To remove a video from the playlist, tap the video's three-dots icon. From the menu, you can move it or remove it. Similarly, tap the main three-dots icon at the top right and then hit 'Delete playlist' to erase your playlist completely.

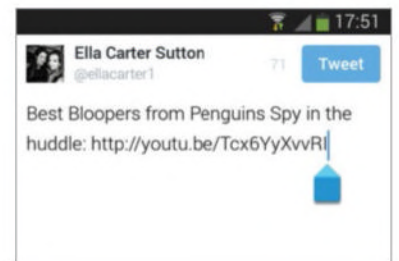
6: Share videos with friends



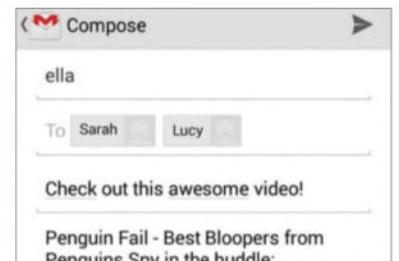
1: Use the Share icon
To begin, tap the Share icon, which looks like three joined-up dots.



2: Pick a sharing method
Tap your preferred method from the sharing options. Here we chose Twitter.



3: Share on Twitter
YouTube will automatically add a link to the video for you to tweet.



4: Share via email
You can also email the link to friends to share videos privately.



Camera

Get tablet photography-savvy and explore the amazing array of settings and options

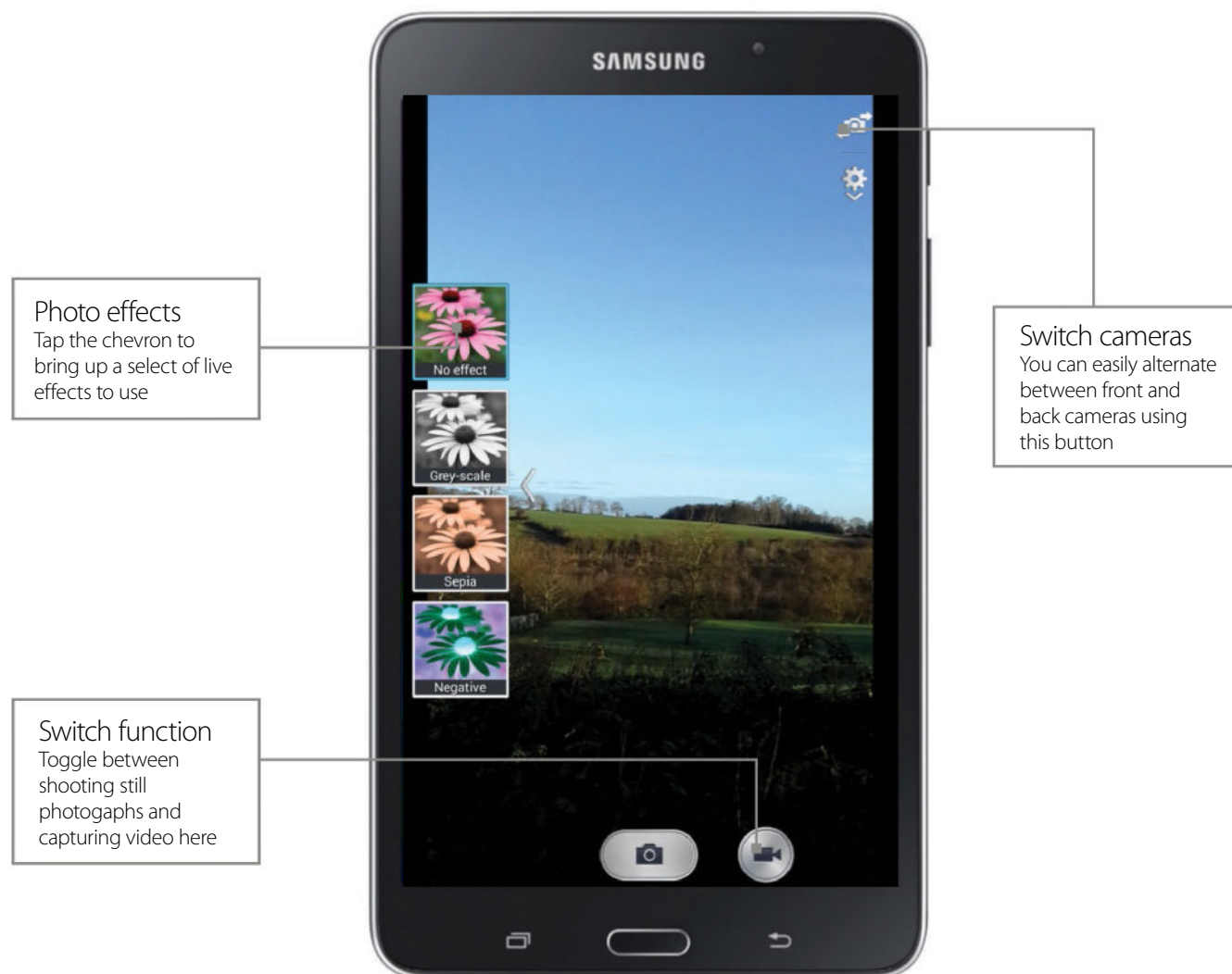


Photo effects

Tap the chevron to bring up a select of live effects to use

Switch cameras

You can easily alternate between front and back cameras using this button

Switch function

Toggle between shooting still photographs and capturing video here

The Camera app on your Samsung Galaxy device is a powerful photography tool. Many people think that it's just for snapping the odd image here and there, or for shooting a few pictures when another, seemingly better camera isn't available. But, when you know all the intricacies of this app, there are no limits to what you can achieve.

The Camera app's Settings menu contains plenty of goodies. Tap on the cog icon to delve in and experiment away with the many options. With tweaks to white balance, resolution, exposure value, ISO, metering and more, you can really go to town.

This menu also contains some really handy features, such as Burst mode, which lets

you snap a whole bunch of images in quick succession to capture every second of the action. To set this up, simply tap the cog icon in the top-left corner of the Camera interface, scroll down to 'Burst shot' and tap On. With this mode enabled, all you need to do is hold down the shutter button (instead of simply tapping it once to capture a single image)



Fig 1: Focus points are white and turn green when in focus

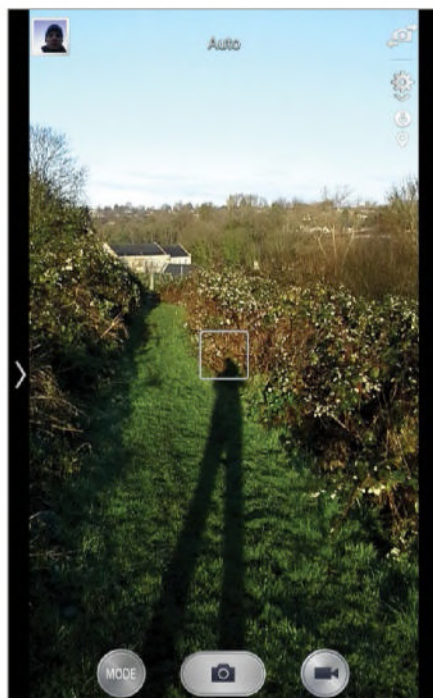


Fig 2: Use pinch gestures or the volume key to zoom in and out



Fig 3: Panorama is a great mode to play with

and you'll keep on snapping images until you lift your finger off the button again. All of these images will be stored in your Gallery app, which is easily accessible via the small thumbnail in the bottom-left.

Another feature of the Settings menu in the Camera app is the focusing options. Autofocus does all the work for you, and you'll see a white box appear when you're shooting, to show you the area that the camera is focusing

technology!), zooming in can still deliver good results. There are two ways to zoom using the Camera app. The first one is to simply use a standard pinch gesture. Start with two fingers pinched together and pull them apart across the screen. This will zoom the view in and you'll see a white box telling you how far you've zoomed in. Reverse this action and draw your two fingers together over the screen to zoom back out (Fig 2). The other

"Burst mode lets you snap a whole bunch of images in quick succession"

on (Fig 1). To change this focusing area, tap elsewhere on the screen to relocate the white box. When the perfect focus is achieved, the box will turn green and if you have your device's volume turned up, you'll hear a small beep to let you know you're in focus and you are ready to hit the shutter button. If the correct focus isn't achieved, the box will go red and you can readjust the focus.

A key part of taking great photographs when you're out and about is being able to zoom in and out to get closer up or further away from your subjects. Although you're working with a digital, rather than optical, zoom on your Galaxy device (no extendable lenses here on these sleek, slimline bits of

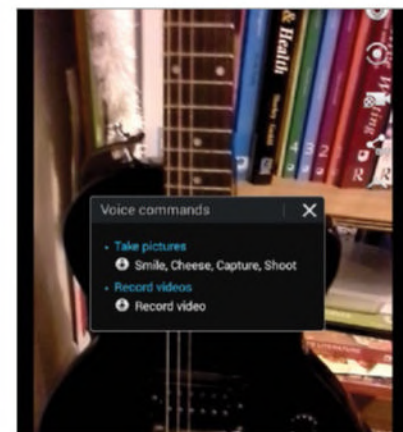
method of zooming is to head to the cog icon and scroll through the Settings menu to the 'Use the volume key as' option. Here, select to use it as the zoom key. With this enabled, you can now use the '+' and '-' volume keys to zoom in and out respectively. This is an advantage, because using your fingers on screen to pinch and zoom can often jog the camera – which increases the chances of a blurry shot.

With all the scene modes available in the Camera app's Settings menu, and Shooting modes too, there is always the perfect mode to suit any situation (Fig 3). There is also a varied selection of extra shooting modes available so get experimenting.

Voice shots

Snap using your voice

To turn on voice shots, open the Camera app, then tap on the cog icon in the top left to open the Settings menu. Scroll until you come to Voice Control. Tap and toggle it to On and you can check the boxes for what you want to control with your voice. Tick the Camera option. Go back to the Camera app, line up your shot and say the word 'capture', 'shoot', 'smile' or 'cheese' in order to take a photo without even lifting a finger!

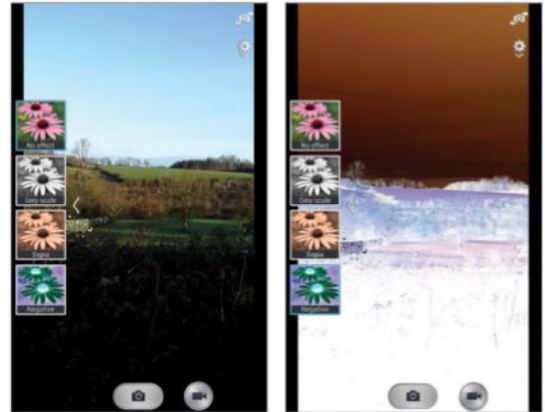


Explore your camera's features

1: Apply effects

Instead of using external photography apps like Instagram or PicsArt to add filters and effects to your images, you can use your the default Camera app's built-in effects. To try this out, open up the Camera app and line up your shot. Now tap on the chevron icon to the left of the screen and a drawer of effects will become available. If an effect is already in use, it will show the name of the effect here. If not, it will say 'no effect'. Tap on an effect and it will become active and you will be able to see instantly how it transforms your shot. You have plenty to choose from, such as negative, sepia and more. Once you've selected your effect by tapping on it, you can carry on snapping with it applied. Repeat the process to turn an effect off.

"Effects include negative, sepia, and greyscale to help transform shots"



2: Take photos with the Camera app

Open up the Camera app and you'll instantly see a large screen showing you what will be in the frame of your picture. A few quick settings are visible in the top-right corner, but the main thing to note is the large oval button at the bottom of the interface. This is your shutter button. In order to take a photograph, simply tap this button once. You will hear a shutter sound to signify that your image has been captured and then you'll see a thumbnail appear in the top left corner of the screen.

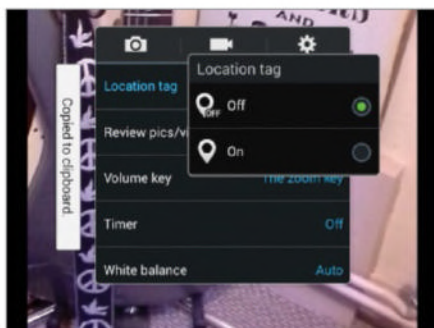


3: Use the front and rear cameras

It's easy to switch between the camera on the front of your Galaxy device (above the screen) and the one on the rear (the 'main' camera).

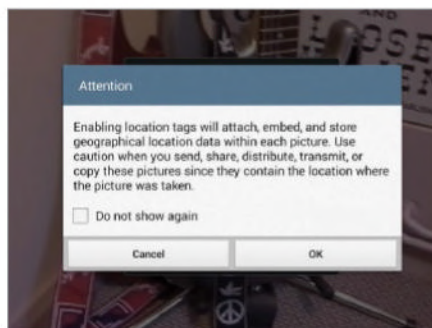
Open up the Camera app and check out the interface. In the top-right corner you'll notice a camera icon with two opposite-facing arrows. Tap this to switch between your cameras. You'll see the view on the screen flip and show a view of yourself. When you've taken your photo, tap the icon again to return to the main camera view.

4: Geotag your shots



1: Turn on GPS Tag

Tap the cog icon to open up Settings, tap on the cog tab and tap on Location tag.



2: Pay attention

A warning lets you know the implications of geotagging. Once you've read it, tap OK.



3: Snap and check

Now, all the images you snap contain your location information in their metadata.

5: Sharing your shots



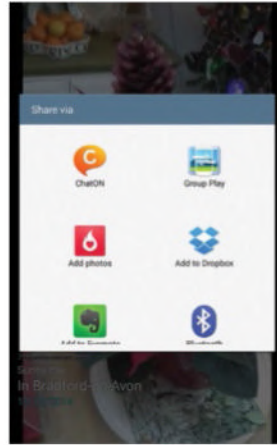
1: Share a shot

Once you have taken an image, sharing it with friends and family is a quick and easy process. Start off by tapping on the thumbnail of your favoured image in the top-left corner of the interface and this will display the image full screen.



2: Select image

While the image is in full screen mode, tap the screen and a series of various tools will appear at the top and bottom. To start sharing your selected image, simply tap on the share icon at the top of the screen (the molecular-looking icon).



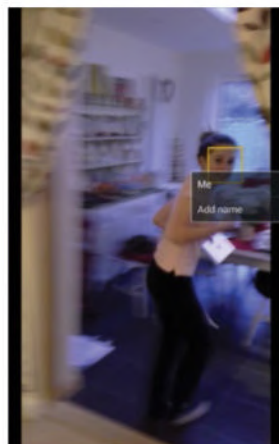
3: Choose method

A pop-up window will appear on the screen displaying all of the various means of sharing that are available to you. The more applicable apps you have installed, the more options will be available here. Tap your chosen method to continue the process.



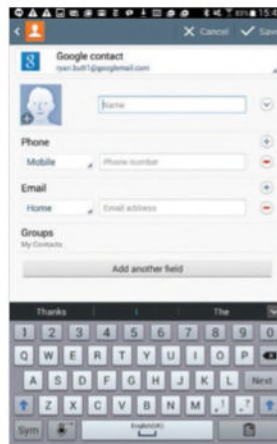
4: Share the image

It is then just a case of going through the required procedure needed for your chosen sharing service and then waving the image on its merry way. The process is quick and easy and it only takes mere seconds to load and execute.



5: Tag buddy

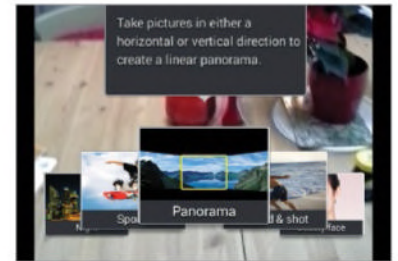
If any of your images show people, then opening the image up full-screen will also display a yellow square around the faces of the people or person shown in the image. Tap on this yellow square and then choose the 'Add name' option.



6: Pick a contact

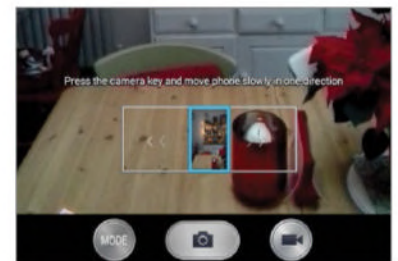
You will then be invited to trawl through your contacts database to find the person you want to tag. Start typing and the options will be narrowed down for you. If the person isn't in your contacts then tap the '+' icon to create a new one.

6: Shoot a panorama of your location



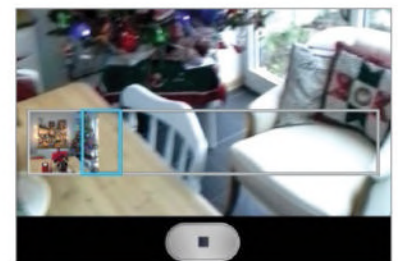
1: Select Panorama mode

Tap on the Mode button at the bottom and then choose Panorama.



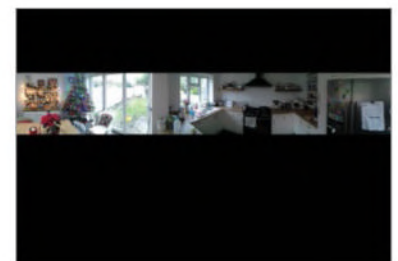
2: Check the tips

Before you begin, you're given a few useful tips to follow.



3: Tap and sweep

Tap the shutter button, then sweep around the scene using the guides.



4: The final product

Tap the shutter button to finish, then wait as your panorama is built.

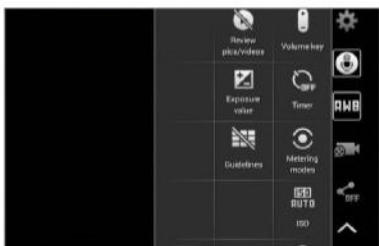
Become a camera master

7: Modify your Galaxy quick settings



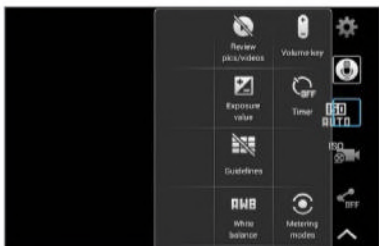
1: Go to the cog

Tap the cog icon for Settings, then press and hold on one of the quick settings.



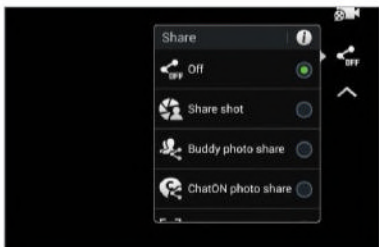
2: Check out options

A grid will be displayed of all the options to add to your quick settings bar.



3: Drag and drop

Long-press and drag options to swap them out with ones on the bar.

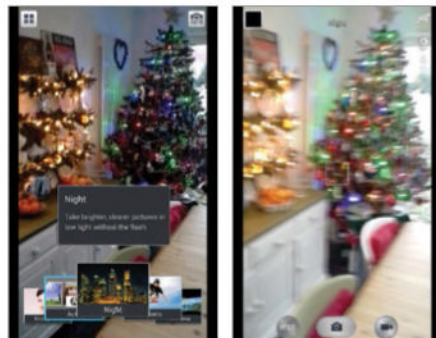


4: Super-easy access

New settings are then very easy to access when shooting with Camera.

8: Use the different shooting modes

To really get the best out of your Samsung Galaxy photography, make use of the different scene modes on offer. These can be found under the box icon in the top bar (Shooting Mode) and include such things as Panorama, HDR and Face Recognition. To use a mode, simply tap on it. You might see a small dialog box pop up with a handy bit of advice in it if you have never used this mode on your device before. Tap OK, then get experimenting.



9: Shoot HD videos in the Camera app

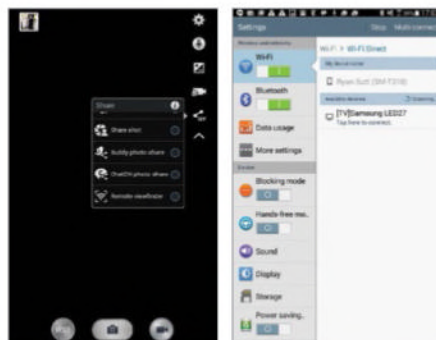
Shooting HD video is incredibly simple. When you open up the Camera app interface, look to the bottom-right corner and you'll see a little video-camera icon. When you tap this icon the camera will simultaneously switch to video mode and start recording.

A timer in the top-right corner will display the duration of the recording and you will also notice Stop/Pause controls at the bottom of the screen. As before, you can tap on the thumbnail to watch the video back as well as make edits and share it with other people. Like everything else associated with this app, the process is simple.

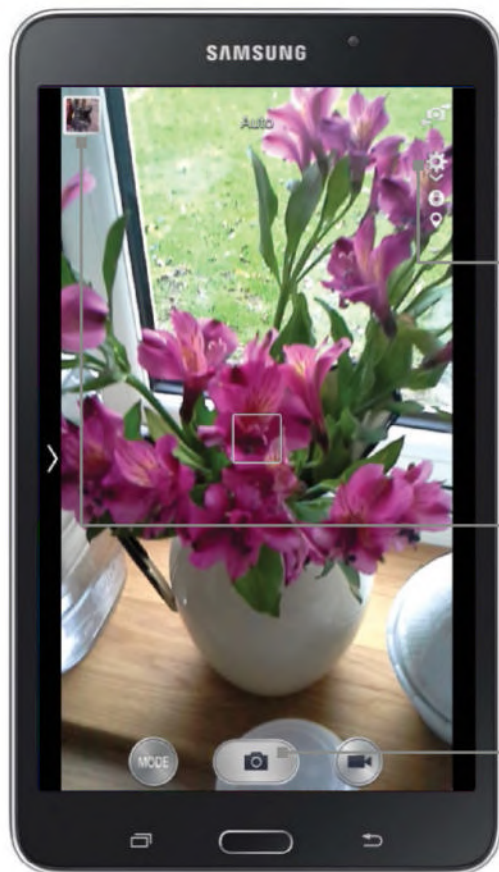
"The camera will simultaneously switch to video mode and start recording"

10: Use Buddy photo share mode

While in the camera app, tap on the quick settings icon and then tap on the sharing icon. These will bring up a floating menu displaying such options as Share shot and Buddy photo share. Tap on the either of these options and you will discover that you can beam your images straight to nearby devices using Wi-Fi Direct. When you activate either option you will be directed to the Wi-Fi Direct settings so that you may configure them.



11: Camera interface



Quick settings

This bar is customisable to give you quick access to favourite settings and features

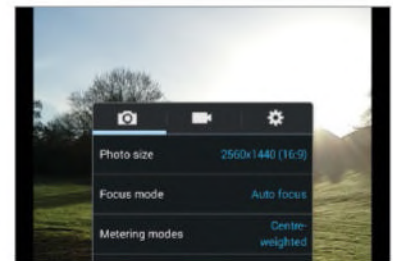
Gallery shortcut

This thumbnail shows the last image you snapped, and will take you to the Gallery app

Hold for a burst

Hold down the shutter button to shoot a burst of photos in quick succession

12: Change the focus mode



1: Go to settings

Tap on the cog icon in the top-right corner to access the main settings.



2: Tap Focus mode

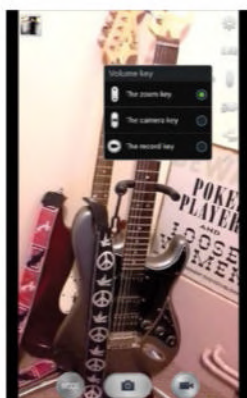
Tap on 'Focus mode' to switch between Auto and Macro modes.

13: Explore the camera settings



1: Exposure value

This option allows you to correct any funny colours for different types of light. Tap the cog symbol, scroll to White Balance, then use the slider to adjust to image to suit your needs.



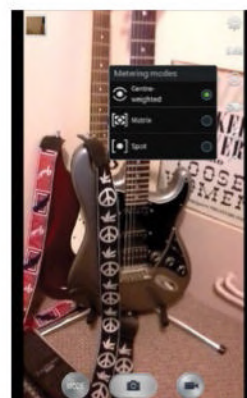
2: Use volume keys

You can use the volume keys for camera functions – simply hit the cog icon, then scroll to the 'Use the volume key as' option and select the function that you prefer.



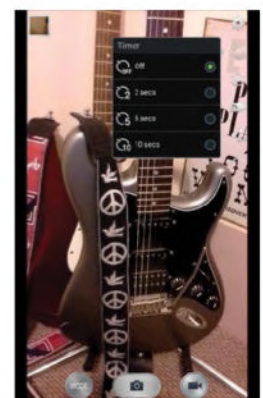
3: Scene mode

Different scene modes help you get the best camera settings for your different photography situations. Scroll to White Balance mode and pick an apt one.



4: Meter modes

To let the camera do the focusing, switch between the various metering modes (Centre-weighted, Matrix, and more) and select the best one for your image.



5: Use the timer

The timer is ideal for taking group shots or for when you don't want to manually press the shutter button. Tap Timer and choose the best delay time for your situation.



Gallery

The best app for viewing, organising, editing and admiring your photos and videos



AllShare Cast

Tap this icon to link with and share photos with compatible devices over AllShare Cast

Photo edit mode

Tap this icon to get to work editing your images and adding filters through the Photo Editor app

Album thumbnails

When you view an image, the thumbnails of its album-mates are displayed below

The Gallery app on your Galaxy is an amazing one-stop-shop for all your image viewing and organising needs. It's the default place for picture storage, whether that's camera snaps, downloads, screenshots or Instagram imagery.

All of your snaps are kept within albums. Gallery will make new ones for you to file

and organise your photos. For example, the first time you use Instagram, Gallery will create an 'Instagram' album and all of your edited images will be saved to that album automatically. Similarly, any images sourced from the web will be stored in a 'Downloads' folder, so everything is easy to find. You can rename these albums to suit your preferences,

simply by hold-tapping the album to put a green tick in the box and then tapping your device's three-dots menu button and selecting Rename (Fig 1). You can also reshuffle your photos into different albums, or make new ones. We'll show you how to achieve all of this so that your photos are exactly where you need them to be.

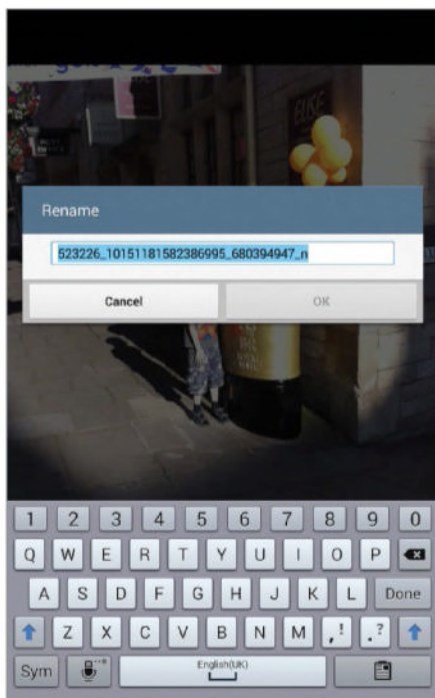


Fig 1: Rename images and albums for easy organization

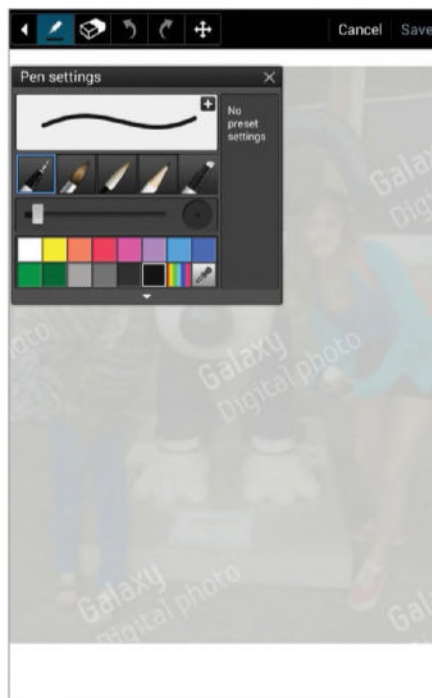


Fig 2: Add handy notes to the backs of your photos

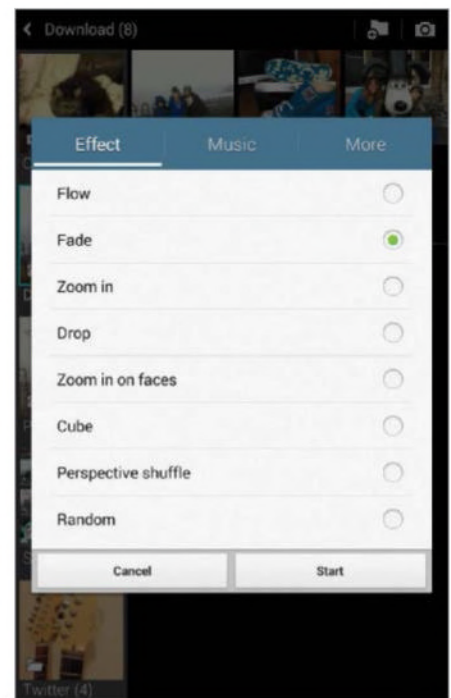


Fig 3: Choose a fun effect for your slideshow

Gallery also has a few extra features that can really enhance your photo browsing experience. Have you ever found yourself checking out some snaps and then come across an old image, only for the time and place, or even names of the people in the shot to slip your mind? Gallery has an amazing way for you to combat this situation once and for all – you can now scribble down these key details on the ‘back’ of your images – much in

Sharing your photos using Gallery couldn’t be simpler. After all, what’s the point in having all these amazing memories but not showing them to another soul? You can share your photos on any platform imaginable using the Share icon, and Gallery automatically prepares the image for each sharing method – for example, if you choose to email the image, Gallery attaches it to a new email message and opens up your email app for you. Sharing

“You can scribble down key details on the ‘back’ of your images”

the way that we used to do back in the days of film! If you open up a shot, then hit the three-dots menu button and scroll to select ‘Photo note’, Gallery effectively ‘flips’ the image to show you the ‘back’. You can then use a stylus or your finger to doodle some info on the back (Fig 2) and hit Save.

From this image options menu, there are plenty of other features for you to enjoy. You can even print your photo directly from your Samsung Galaxy smartphone or tablet using the Print option. Your device will search for a Wi-Fi enabled printer, then all you need to do is tap in a few details such as how many images to print and away you go. You’ll have physical copies to share in no time.

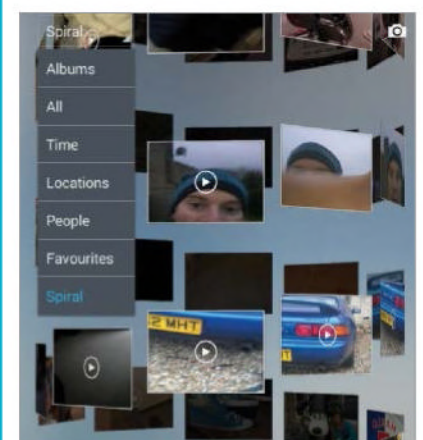
your image across social networks like Instagram, Facebook and Twitter etc, via text or instant messaging, through image editors or even backing up to cloud storage options are only a few taps away in the Share menu.

One of the best ways to really show off your images in the Gallery app is to set up a slideshow (Fig 3). You can choose background music to show the photos to, and the best thing about this is that you don’t have to settle for the cheesy default tunes. Once you’ve set up the slideshow, on the Music tab tap the Add Music option. This will take you to the Music app where you can select any track stored on your Galaxy. Want to show off holiday snaps to Coldplay? No problem.

Choose content

Select which images to view

On the Gallery home page, head to the top bar and tap on the drop-down box that says Albums. You can choose to view the images using the Locations option (if you’ve had GPS tagging enabled), view images in chronological order using the Time setting, view your favoured images in Favourites or even, using the Spiral option, in a fun twist of photos.

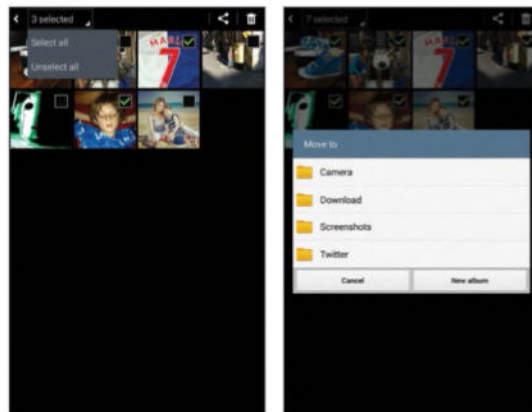


How to get the best from Gallery

1: Organise your photos

It's easy to reorder your photos and add them into other albums, copy them or send them to other places within the Gallery app. With an album open, tap and hold on an image and you'll see a small checkbox appear with a tick in it. All the other images in that album will have similar, empty boxes. Tap to put a tick in these boxes to select the ones you want to move, or alternatively in the top bar drop-down menu you can select to Select All or Unselect All. Then tap your device's menu button and select Move. Now simply scroll through the list of available places and tap on the location that you want to send the photos to. Alternatively, you can tap Create Album to make a new one. Your photos will be automatically moved to your selected location.

"It's easy to reorder your photos and add them into other albums"



2: See your images full-screen

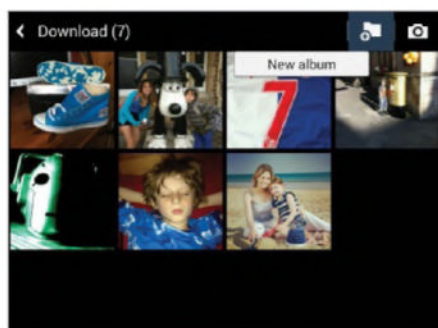
To view your images in all their glory, first navigate to the album they're stored in. When you've found the one you want, tap on the thumbnail of the shot to make it full-screen. You'll see the top bar with a few options and also a stream of thumbnails showing the other images in that album at the bottom, but tap anywhere on the image to make these disappear. To get them back, simply tap the screen again. You can now swipe side to side to see the images in the album, full-screen, in order.



3: Add tags to your shots

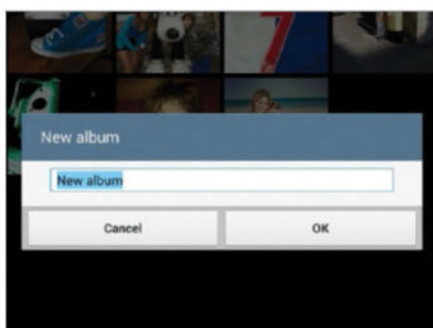
Open a photo to tag and tap your device's menu button, then select Buddy Photo Share. Tap on a face in the picture and you'll see a yellow box appear around it. Tap this again and you can select to tag either yourself, another person already stored or to add a new name. Type the name into the box or select a person from your contacts, then tap OK to tag them. If you keep Buddy Photo Share enabled, they will be recognised and tagged the next time you take their photo!

4: Create a new album



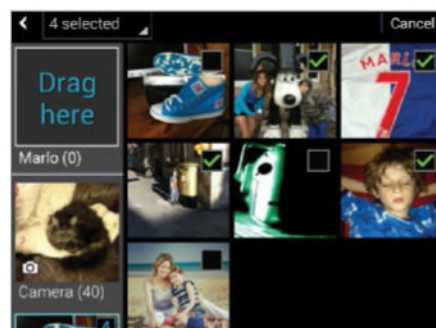
1: Tap the new album icon

Open an album, then tap the new-album icon in the top right – it looks like a folder with a '+'.



2: Name the new album

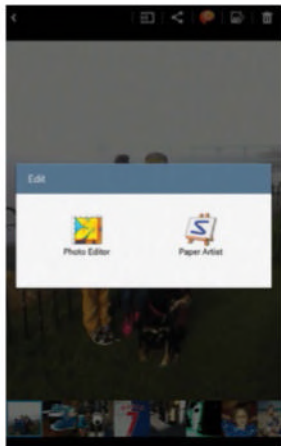
On the next screen, type in a name for your new album so you know what it contains.



3: Drag and drop

Long-press to select images, then drag and drop them into the new album to fill it up.

5: Edit your images



1: Enter the editor
With your selected image open, tap the icon that looks like a photo with a pencil. You'll then be asked to select your photo editor program – these may take a little time to load up if you haven't used them before. Choose Photo Editor.



2: Crop your shot
Tap on Transform then Crop from the available options at the bottom. You can tap and drag to move the box or drag the corners to resize to your liking, or choose the Lasso option to free-draw a selection with your finger. Now tap on Done.



3: Edit the colour
If the colouring isn't quite right you can tap on the Colour option. Scroll through the options at the bottom to adjust your image's contrast, brightness, saturation and much more. Use the effects' sliders for your desired result and tap Done.



4: Add some effects
Tap the Effects tab to browse the numerous filters available to you, then tap a filter thumbnail to apply it to your image. If you don't like what you see, simply hit Cancel or, to go a step backwards, hit the icon that looks like a magic wand.



5: Go to Advanced
At the filters screen, scroll all the way to the left to see other edits, as well as some that can be drawn on with your finger or a stylus, such as Pixelise, Spot Healing and Colour Splash. Don't be afraid to experiment with them, you can always undo with Cancel.

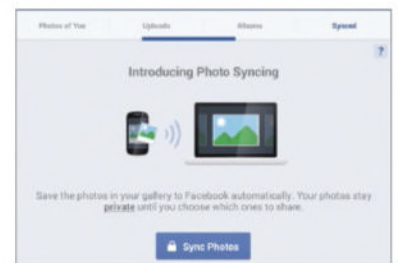


6: Get a bit creative
The Decoration tab enables you to add stickers to your pictures. Select one from the menu and then drag to resize and move it around. You have the option to draw on your images – use the pen and eraser tabs to control the drawing settings.

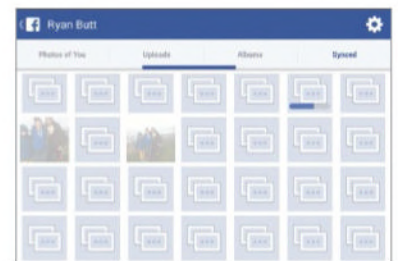
6: Sync your photos with Facebook



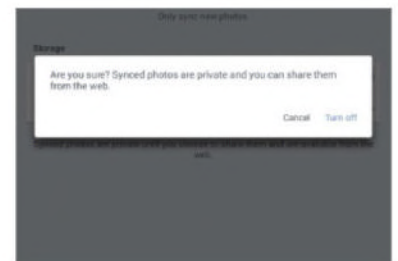
1: Log into Facebook
Log into the Facebook app, go to 'Photos of You' and tap Synced.



2: Start your sync
Tap the Sync Photos button to sync your Gallery with Facebook.



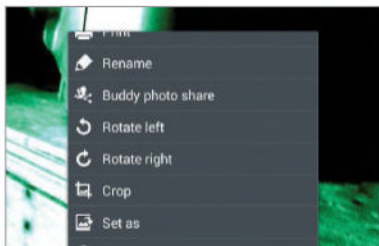
3: Watch them load
You'll see all the images from your Gallery load to Facebook, privately.



4: Turn off Facebook Sync
In Sync Settings, tap 'Don't sync my photos', then 'Turn off' to stop syncing.

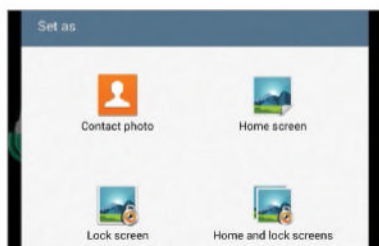
Make your images work

7: Assign an image to a contact



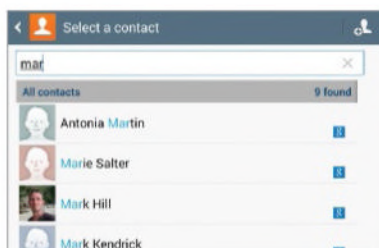
1: Open and Set As

With a photo of a person open, tap the menu button and tap on Set As.



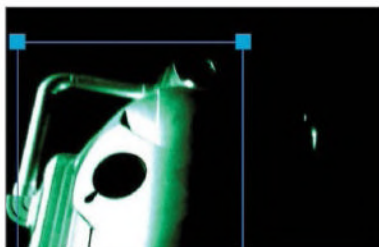
2: Set Contact Photo

From the available options on the next screen, tap on Contact Photo.



3: Search for contacts

Type in your contact's name, or scroll to search. Tap to select.

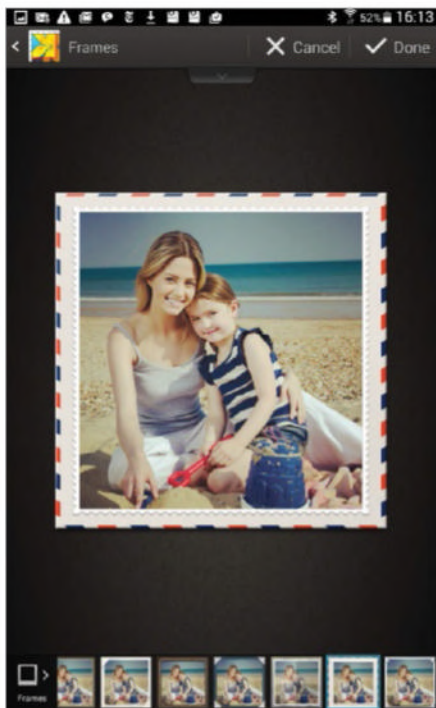
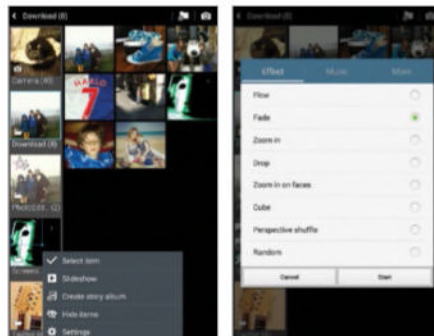


4: Crop and finish

Tap and drag the corners of the crop box to resize, then tap Done.

8: View photos in a slideshow

If you're showing friends an album, or just fancy looking through the images yourself, an excellent way to do this is by starting a slideshow. To do this, simply tap your device's menu button and choose Slideshow. You can then work through the options available to alter the way the images are presented in the slideshow and how long they're displayed for, music to accompany it and more. Once you've adapted it to suit, tap Start and enjoy!



9: Add frames to your photos

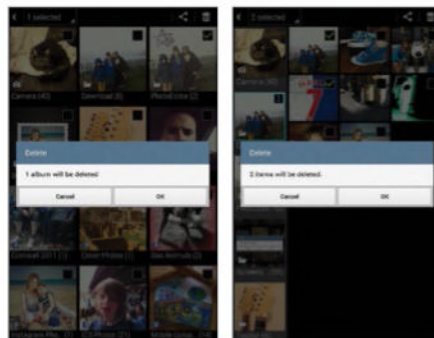
The Gallery app allows you to add a blank frame to images, providing space to add your own personal caption or doodle. All images with frames will then be saved in a new album, and copies of the images will be left unedited in their original albums.

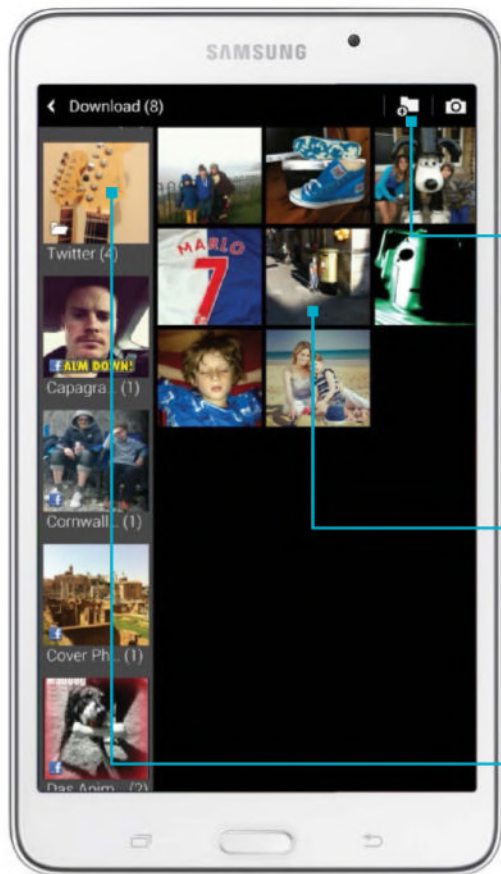
To add a frame, hit the menu button and select Photo Frame. You'll be taken to the editing area – write on the white frame with your finger or stylus. Use the arrows to go back or forward steps, and tap the pen icon in the top bar to edit the pen settings. When you're done, tap the tick in the top right to save.

"In the editing area, write on the white frame with your finger or stylus"

10: Delete images and albums

To delete multiple images in an album, long-press one until a checkbox appears, then add a tick to the rest of the images you want to delete by tapping them. Hit the bin icon in the top right and tap OK to confirm. To delete an individual image, open it with a tap, then hit the bin icon and confirm. To delete a whole album, go to the Albums page and long-press an album. When the checkbox appears, tap the bin icon and again hit OK to confirm.





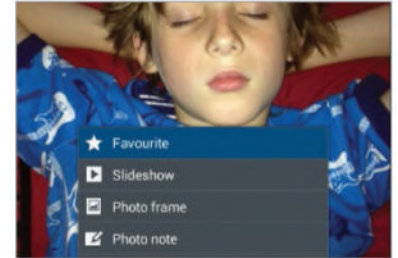
11: The photos interface

A few extra buttons
Tap the folder icon to create a new album or the camera icon to snap new shots

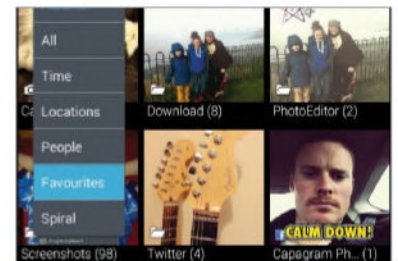
Images within albums
Images are shown as previews here so you can scroll through and see what's there

Your available albums
Albums are displayed down the side; tap on one to see the images contained inside

12: Add photos to your favourites



1: Select a great image
Open an image and tap the three-dots icon and select 'Add to Favourites'.

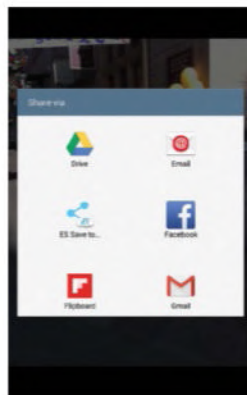


2: View Favourites
Tap the drop-down and select Favourites to view them all together.

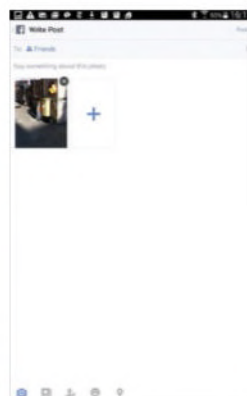
13: Share images to Facebook and Twitter



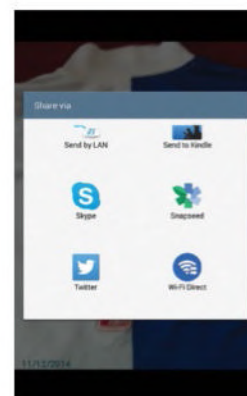
1: Tap Share button
With the image you want to share open, check out the small icon that shows three dots all joined together in the top bar. This is the Share button. Tap on it.



2: Select Facebook
You'll be presented with a long list of available sharing options. To share to Facebook, scroll through them all until you come to the Facebook icon, then tap on it.



3: Write and post
Your image will be uploaded to a Facebook post. Type your caption and add any extras such as tags, hashtags or location check-ins and hit Post to share.



4: Share on Twitter
After you've hit the Share button for the image, once again scroll down the list and tap to select the Twitter icon from the long list of sharing options your Galaxy displays.

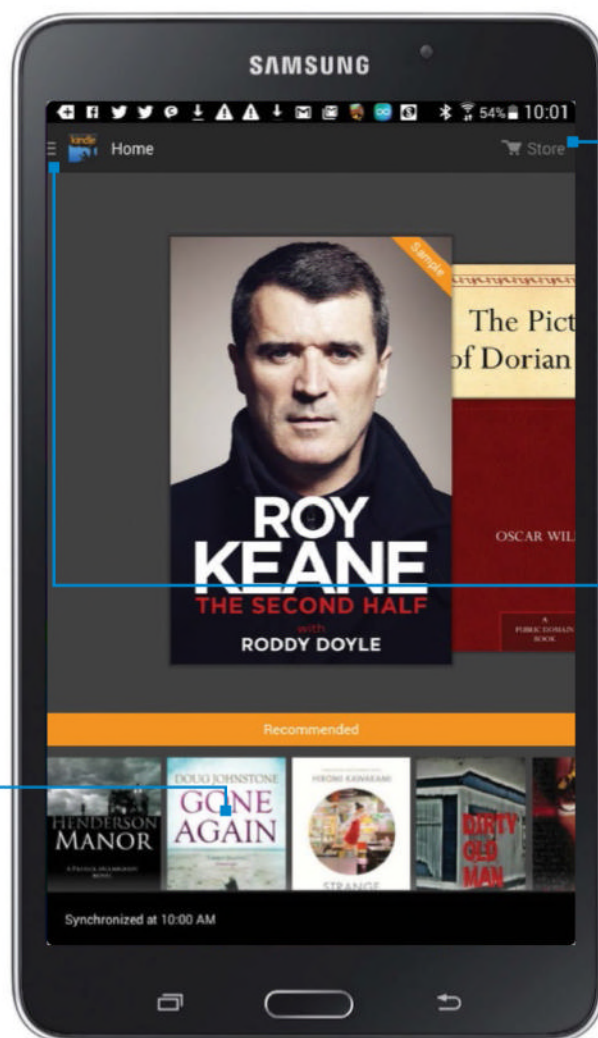


5: Tweet your photo
Your picture will be added to a new tweet. All you need to do is add a little background information for your followers and then send it out into the Twittersphere for all to see.



Kindle

Store your entire library in the palm of your hand and get lost in a great book



Recommendations for you

Here you'll see book suggestions based on your viewing and purchase history

Find more great titles

This icon takes you to the Kindle Store, where more great reads await

Call up the Kindle menu

Tap this to access all the options, such as home, search, library and more

The world of books has been completely revolutionised by eReader devices in recent years, and none is more popular than Amazon's Kindle tablet. Instead of using that, however, you can use the Kindle app on your Galaxy Tab to store and manage all of your eBooks in one place. Now you can have your nose in a good novel, wherever you are.

The app is incredibly easy to use and works on a cloud storage basis. This means that everything you've ever purchased from the Amazon Kindle Store is stored online under your username and available at your fingertips. This is great, because it means you don't need to have large eBook files all stored on your device, taking up precious space. You can just

download what you want and when. However, to read a book it must be fully downloaded onto your device, and the drawback of this is that you need to be on Wi-Fi or data network when you want to shop in the Kindle Store, browse your titles and download anything.

Another great Kindle app feature is that (providing you're on Wi-Fi) it syncs your

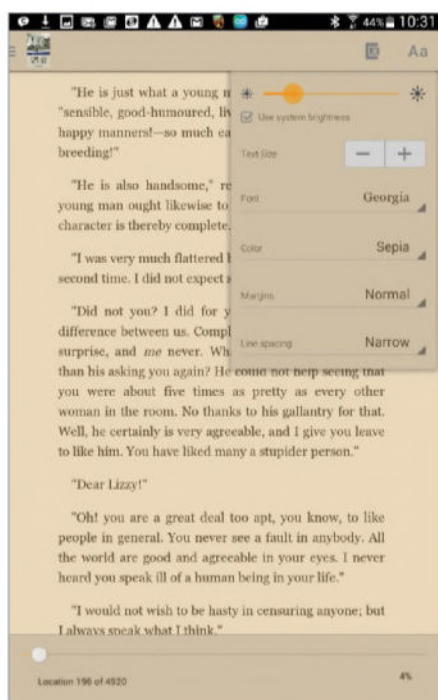


Fig 1: Tapping the 'Aa' icon brings up a window of options

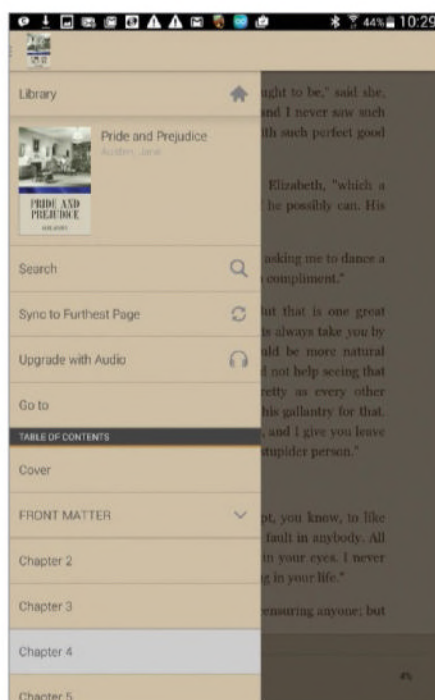


Fig 2: The main menu provides additional options for you



Fig 3: Highlight text to make notes and more

activity with all of your Amazon Kindle devices – for example, if you have a Kindle tablet and you read to chapter four of a book, then switch to your Kindle app on your smartphone or tablet, it automatically syncs all of your devices, so you can continue where you left off without any hassle. What could be easier?

Some other great features of this app are included in the actual reading interface. While reading, tap the tap on the screen and a scrub

in itself is packed full of useful options. From here you can jump out of your current book to the main library, perform quick searches for entered keywords, sync to the furthest page read (handy if you are reading the same book across multiple devices) and even upgrade the book to the audio version so that it can be read to you – which is especially handy if you wish to continue 'reading' hands-free while performing other tasks, such as driving.

“There are a great many classic books available in the Kindle Store for free”

bar will appear at the bottom that you can use to swipe your way through the book. Also, if you tap on the 'Aa' icon in the top-right corner you will bring up a window of handy options to tailor the reading experience to suit your needs. For example, you can manually adjust the brightness of the screen, bump the text size up or down and change the page colour (Fig 1). The latter includes four different colour options – White, Black (ideal for reading in bed with the lights off), Sepia and Green. Other options in this window include the freedom to adjust the size of the margins and line spacing. Tapping the list icon in the top-left corner of the reading interface will take you to the main menu (Fig 2), which

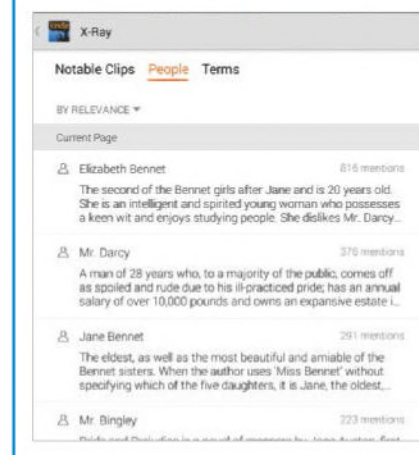
This menu also allows you to quickly browse through the full table of contents to jump to a particular point in the book. You can also bookmark pages by tapping in the top-right corner and press and hold on text to highlight portions. Once you do this, a floating menu of options will appear that let you highlight text in a particular colour, add notes, search Wikipedia and more (Fig 3). Your reads, your rules apply!

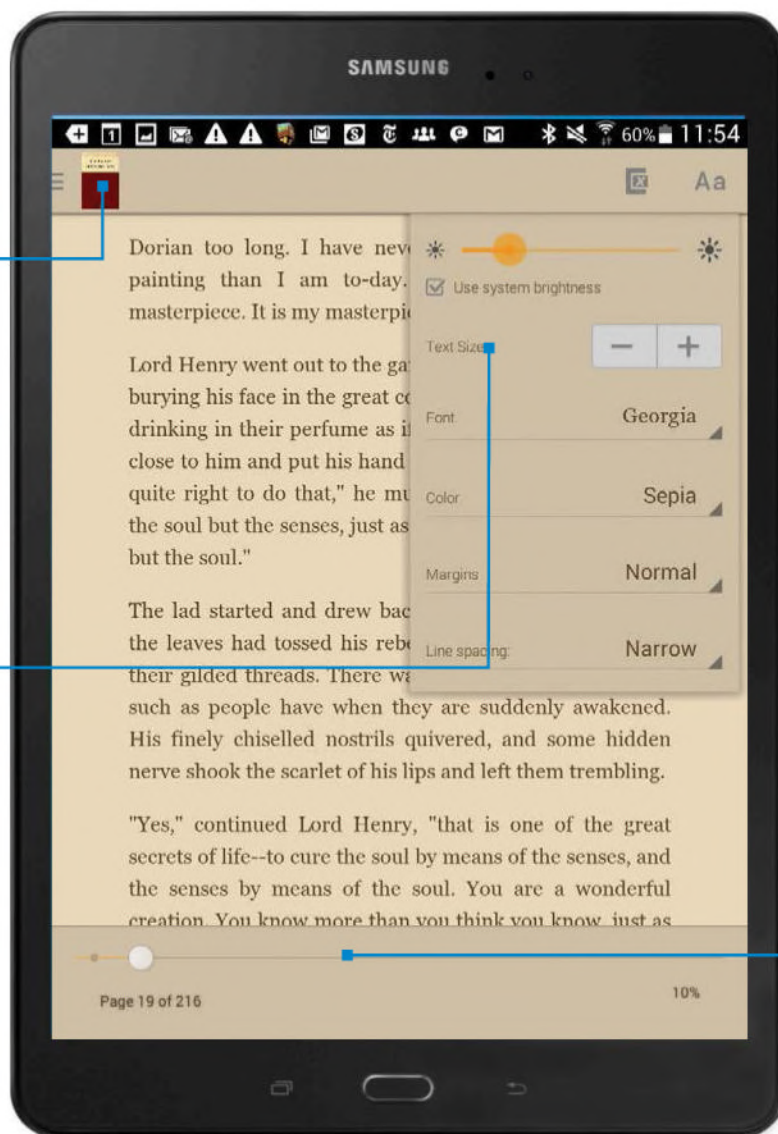
Another fantastic reason to get to grips with using the Kindle app on your Galaxy device is that there are many classic books available in the Kindle store for free – so now there really is no excuse to not sample a bit of Shakespeare or brush up on your Brontë!

X-Ray your books

Delve deeper into your reads

When reading a book, tap the second-left icon in the top-right corner to initiate X-Ray mode. This provides handy summaries of the chapters, detailed bios of all of the featured characters and helps you get to grips with the terminology used in the book. Using this feature is a great way to delve deeper into the books you are reading and is a great research tool when studying books.





"You can choose the font, text size, background colour and brightness"

Book menu

Tap here to access options to Search, Sync and Upgrade as well as the table of contents for the book

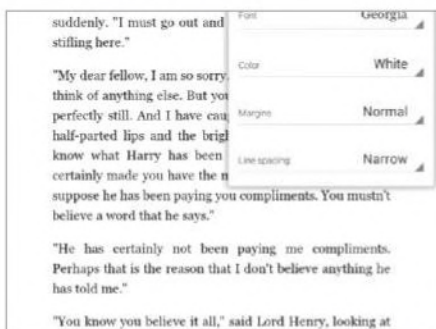
Display options

Tap on this icon to reveal options to adjust the brightness, text size, font and much more

Slider

You can browse through your book by adjusting the slider by dragging left and right. You can even see how far through the book you are

1: Change the page colour



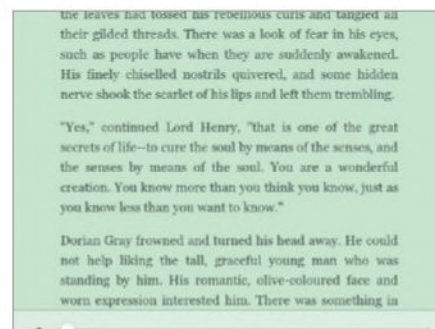
1: Tap Aa

While reading a book, tap on the 'Aa' icon in the top-right corner of the screen and then tap on the 'Color' option.



2: Choose colour

Pick from one of the four available colours – including Sepia and Green. Black is ideal for reading in bed.



3: Instant change

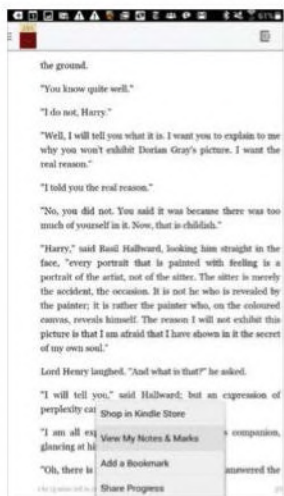
As soon as you make your selection, the colour of the page will change to your designed shade. Your books, your rules!

2: Add notes



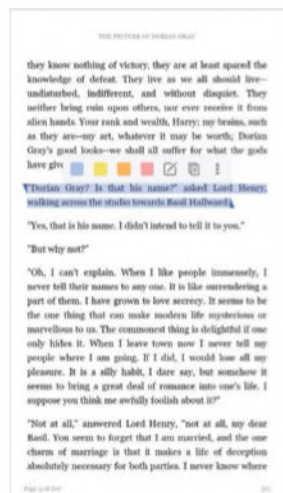
1: Highlight text

Press and hold on a word to highlight it, then drag your finger across the text to highlight the required passage. Move the edges to make fine adjustments. Once everything is highlighted, release your finger.



4: Access your notes

When you wish to review your notes, tap on the menu button on your tablet and a small pop-up menu of options will appear. Choose the 'View My Notes & Marks' option to be taken to your saved notes.



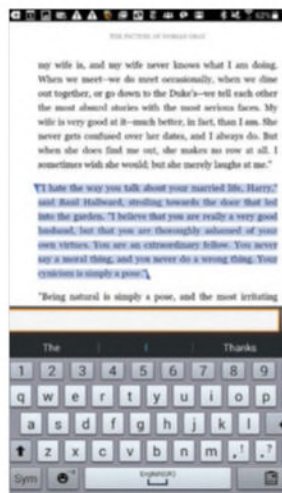
2: Tap the icon

A floating toolbar will now appear showing options to change the highlight colour, copy the highlighted text and more. Tap on the pen and paper icon in the toolbar to start adding your own notes to the highlighted text.



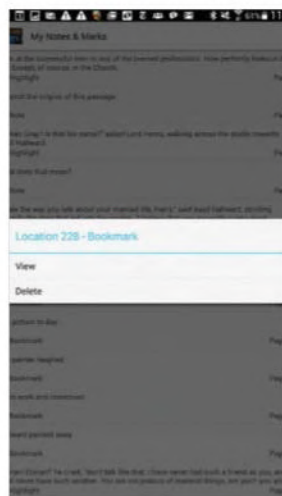
5: Review your notes

The Notes & Marks screen will display all of your highlighted words and passages of text, as well as your notes and bookmarks in a list. It also lists the page numbers for easy reference – tap on one to jump to it.



3: Write note

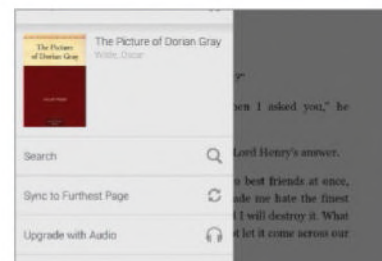
The keyboard will now pop-up complete with a blank text field above it into which you can start writing your notes. When you have finished writing, tap on Save and the note will be assigned to the highlighted text.



6: Remove items

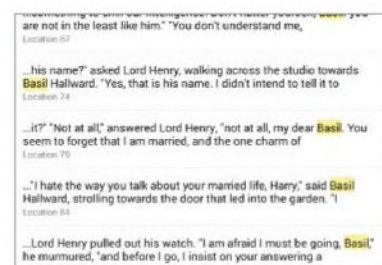
You can easily remove anything from the Notes & Marks screen by pressing and holding on it. This will bring up a pop-up window featuring two options – View and Delete. Tap Delete to remove the item.

3: Explore books



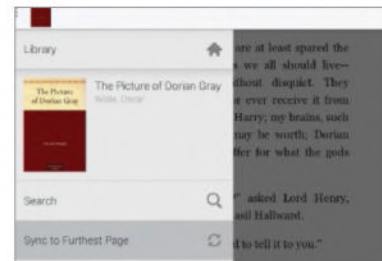
1: Tap the menu

While reading a book, tap on the menu icon to see a menu of options.



2: Search

Tap on the Search option and enter keywords to search for within the book.



3: Sync

'Sync to Furthest Page' is handy when reading a book across multiple devices.

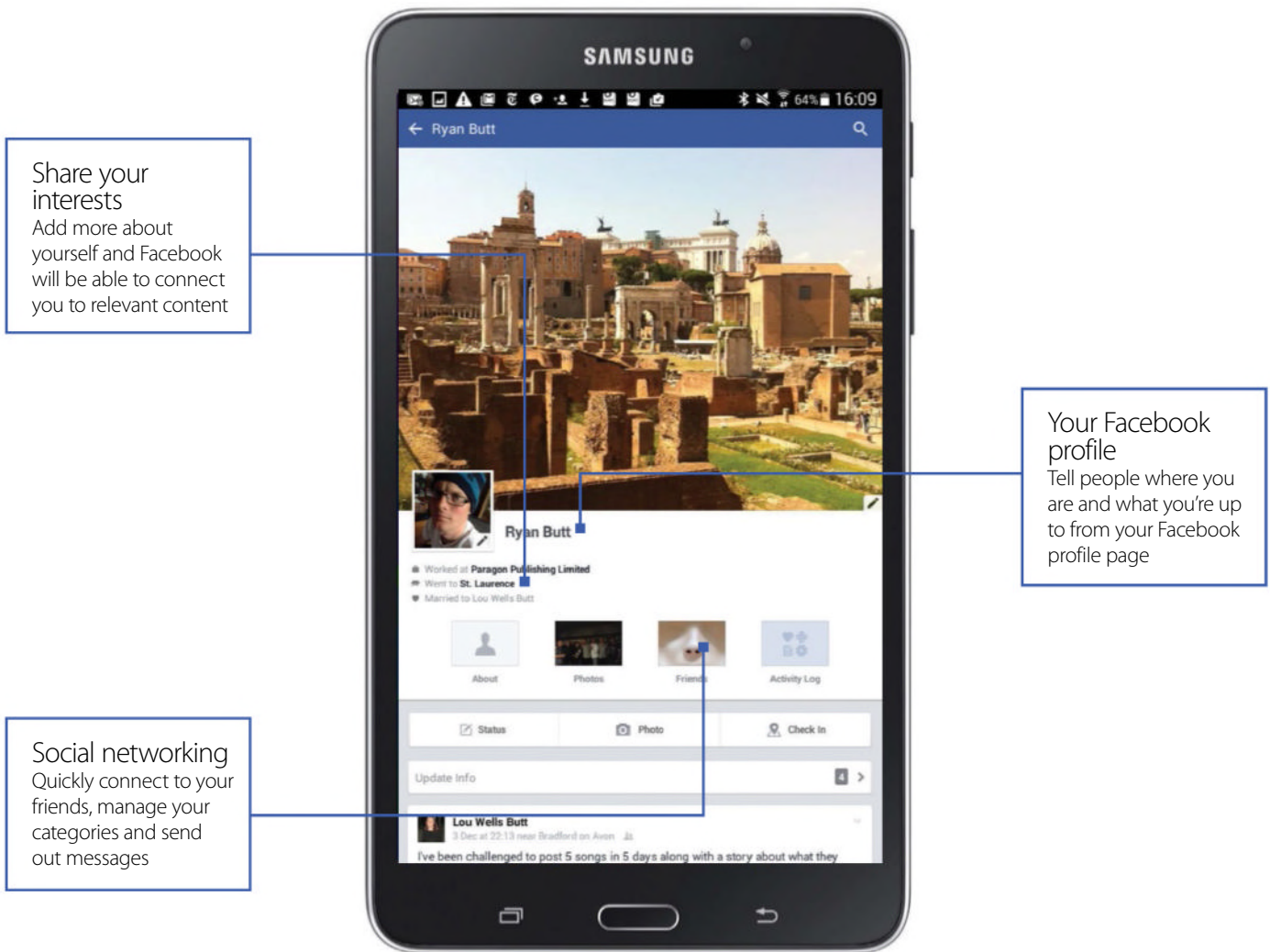


4: Upgrade with Audio

This option provides a quick method of upgrading to the audio version.

Facebook

Stay in touch with friends and post status updates on the go with Facebook on your Galaxy



Facebook made itself famous as a web-based social network, but with the introduction of the Facebook mobile app, users have been able to connect with friends anywhere they like. The Facebook app provides you with all of Facebook's social networking tools, letting you post status updates, check your news feed to see what

your friends are up to and stay in touch with the individuals, places and groups that you like to follow.

Facebook functions perfectly on your Galaxy device, sending out notifications when you've received a new message or someone has commented on one of your posts, making sure you'll never miss out on what's happening

in your network of friends. Facebook connects with a host of third-party apps to bring you the best possible experience. There are thousands of games and apps that can be downloaded through Facebook (Fig 1), which connect directly to your account, letting you play against your friends in a variety of fun and popular games.

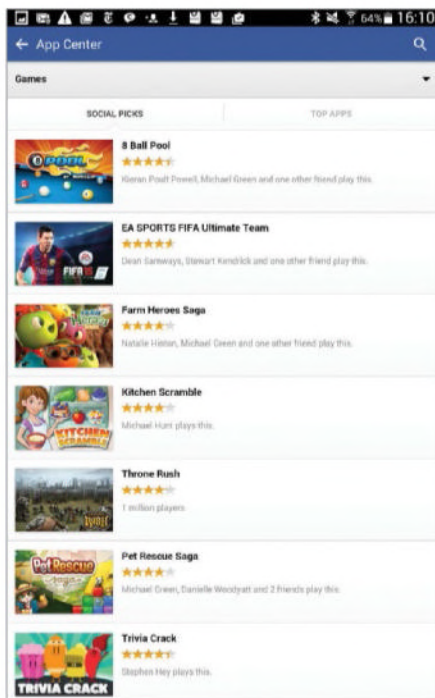


Fig 1: Check out the Games window for social gaming



Fig 2: Let Facebook recommend people and pages to you

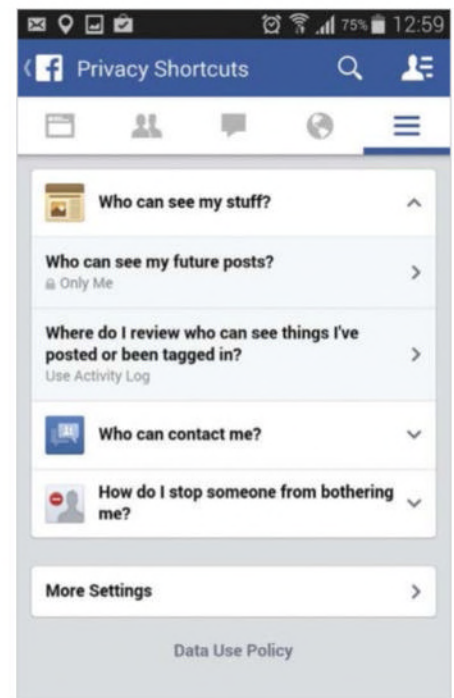


Fig 3: Manage your privacy settings with no hassle

Sharing content that you are sent or find from different sources on your Galaxy device is easy with Facebook. If you're browsing the web in another app and you come across something worth sharing, somewhere on the page should be a Facebook icon. Tap this to open up the Facebook app and instantly import that content into a new status update. All apps that allow you to share content or files will feature a shortcut to Facebook in

"The Facebook app brings you all of the tools that you could possibly need"

their Share Via tool, so you can quickly make a status update out of a file.

To make the most of Facebook on your Samsung Galaxy, visit the App Settings under the Help & Settings subheading of the app's main menu. From here you will be able to manage how your device interacts with Facebook. You can turn on and off location services, as well as the default refresh rate in which the Facebook app checks for updates. You can even sync your Facebook friends with your Galaxy contacts, adding Facebook pictures, status and contact information to your contacts. You can also import your phone's contact info into Facebook to help you find more friends (Fig 2).

The Facebook app interface has undergone many tweaks and changes, but it seems to have settled on a format that works well for casually browsing your news feed and posting updates whenever you need to. A row of icons at the bottom of the interface let you update your status, post a photo or check in. At the top is another row of icons which let you switch between your news feed, manage your friends and friend requests, check your chats,

view your notifications and access your main menu items. Just tap on an icon and you'll be whisked off to the section instantly.

Facebook also provides a wide range of options for tailoring the settings of the service (Fig 3). Tightening your security, managing your notifications and syncing your account. Just tap the menu button and choose Settings and you'll be able to drill down quite deep into the app and get it working more efficiently for you. You can also tap on the main menu button in the top-right corner of the screen and scroll down to the Helps & Settings section to access the main app settings and also get further assistance with all aspects of the app – it's all there at your fingertips.

Facebook events

Create a calendar event

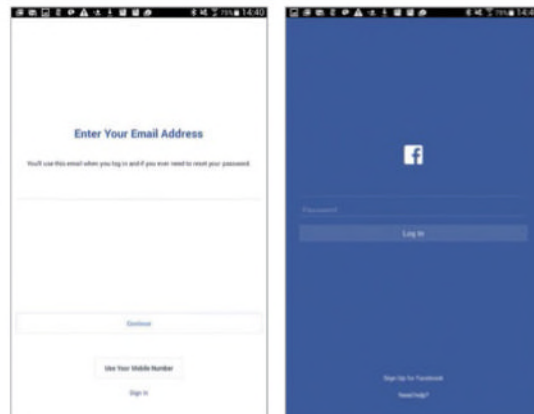
To create a new event and invite your friends to it, open the main menu. Under the Favourites subheading, tap the Events option. Here you will see all of your upcoming events. Tap the '+' icon to create a new event. Add a name and details and add the location of the event. Tap on People Invited to select which friends you want to invite. Under the Privacy subheading, you are able to select who can view and attend the event.



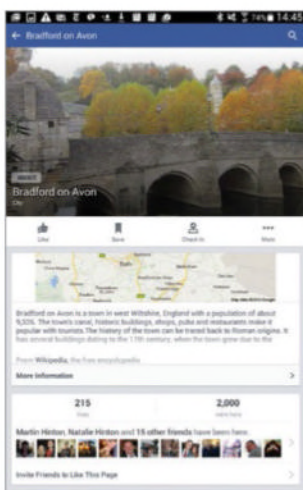
Connect with friends on your Galaxy

1: Sign up and log in

Open the Facebook app and you will be prompted to login with your account details. If you're new to Facebook, tap Sign Up for Facebook at the bottom of the screen to register an account. When registering an account, you need to provide a phone number for security reasons, allowing Facebook to sync your account with your Galaxy device. You will also need to provide a few more basic details such as date of birth and gender. Once registered, you can then sign into Facebook from the login screen of the app. When signing in on your Samsung Galaxy, the device will ask permission to access your account. This request will appear in the notification panel. Open the request, then tap OK to continue. Your Galaxy can also sync your calendars and galleries with Facebook.

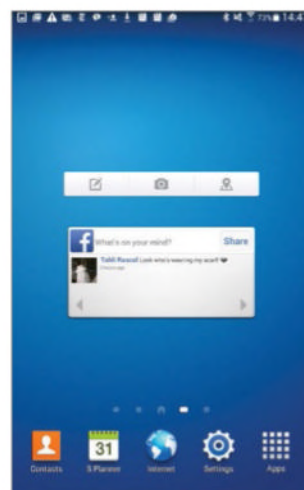


“Your Galaxy can also sync your calendars and galleries with Facebook”



2: Check in at a location

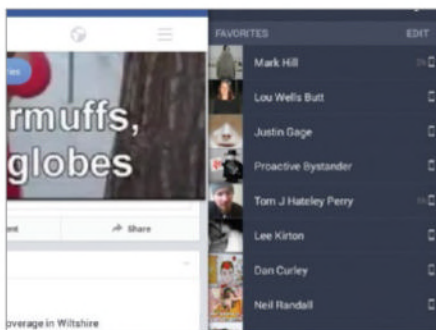
In Facebook, tap the Menu button. Under the Favourites subheading, tap Nearby Places. From here you can select a location or place that you want to check into with Facebook. Tap on a location, then tap Check In to check into it. When you check into a place, it sends that information out to your friends in a status update, making your location public. The post will include your selected location; you can also add other friends who are with you, as well as images of where you are.



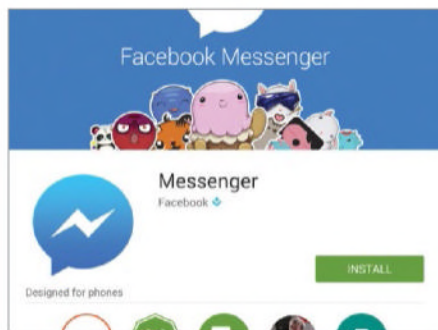
3: The Facebook widget

Open your Galaxy device's widget options and find the Facebook widget. There are two Facebook widgets available. The first is a shortcut bar for checking into locations, creating photo status updates and creating a written status update. This widget is a great way to quickly snap a photo, record your location or share what's on your mind. The second widget is a status window, displaying your latest status update and allowing you to view your recent status updates and to post new ones.

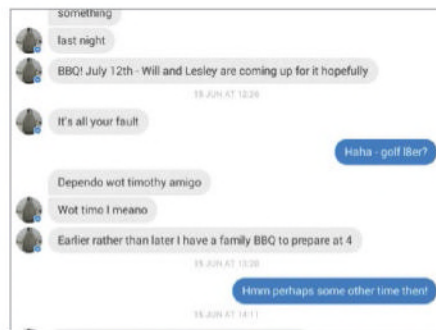
4: Facebook chat



1: Your contacts list in Facebook
Tap the contact button in the top-right corner of the app to display your Facebook friends.

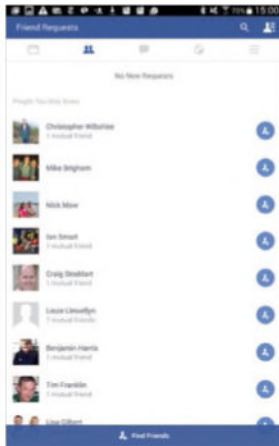


2: The Facebook messenger app
The first time, Facebook will divert you to download the app from the Play Store.

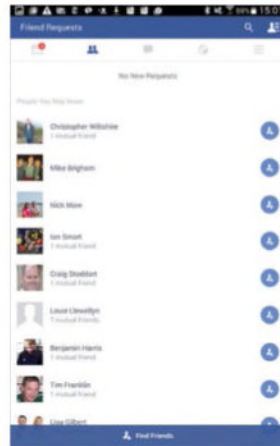


3: Chat in the messenger window
Tap a contact's name to open the messenger window. Here you can chat to that contact.

5: Search for and add friends



1: Find new friends
Tap on the Friends icon in the top toolbar. From this window you can search for your current Facebook friends using the search tool. You can also view suggestions of people that Facebook thinks you may already know through your various online friends and connections.



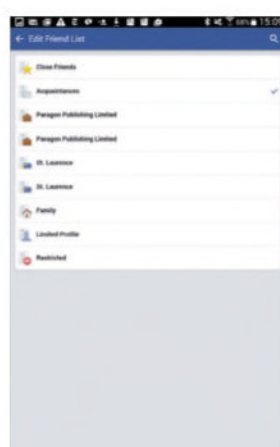
2: Folks you may know
Under the 'People you may know' subheading, you can see how many mutual friends you have with each one. This is helpful when trying to find a new acquaintance. Tap on their profile to view more information on them or tap the add button to send them a friend request.



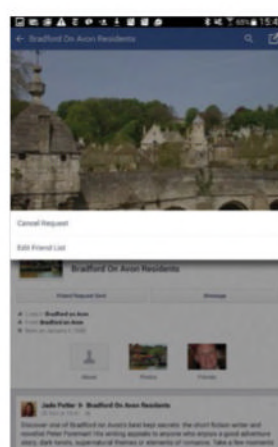
3: Search tool
Tap on the search icon at the top in order to search for a contact by name. Facebook will use your current friends to arrange the search results by people most relevant and most frequently in contact with your profile making it easier for you to find people you know.



4: Add from profile
Tap on a profile to view more information about that person, such as birthday, location and photos. From someone's profile, you can add him or her as a friend or follow them. Once you've tapped the Add Friend option, the button will change to Friend Request.

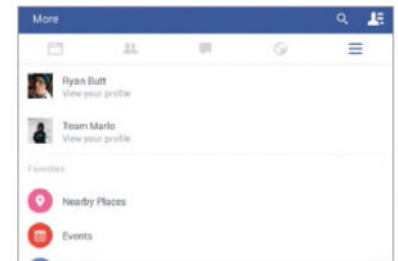


5: Categorise friends
Tap the Friend Request button to categorise or group them. This window allows you to specify your relationship with the person eg whether they are a close friend or colleague. You can also choose whether to receive notifications about their status updates.

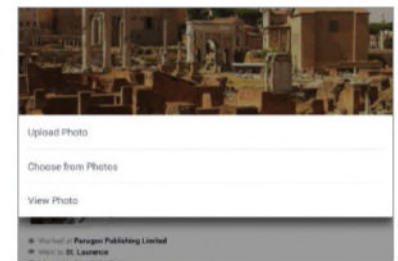


6: Cancel a request
To cancel friends request, tap the Menu button in the top toolbar. Scroll down to the Help & Settings subheading, then tap the Activity Log button. From here you can tap on the person's name, then tap Cancel Friend Request. You also remove posts from here.

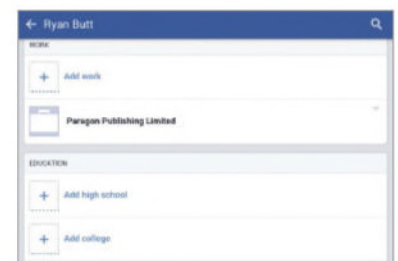
6: Edit your Facebook profile



1: View your Facebook profile
Tap the Menu button, then tap on your name to view your profile.



2: Profile and cover photo
Tap on your profile photo or cover photo to add or change an image.



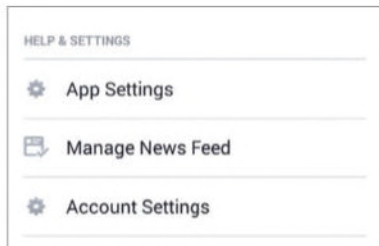
3: Tell people about yourself
Tap on About to add location and contact information to your account.



4: Tell people what you're into
Scroll down and add music, movies, TV shows and books you like.

Set up Facebook exactly to your liking

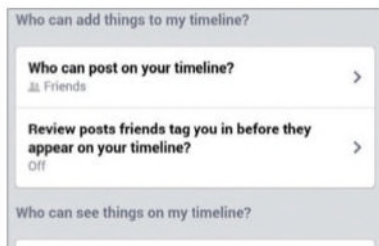
7: Customise your Facebook settings



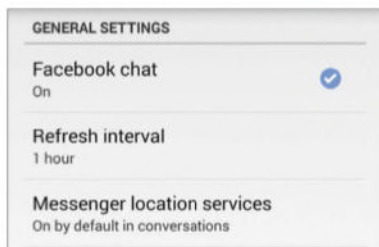
1: The Help & Settings tools
Tap on the Menu button, then scroll down to the Help & Settings section.



2: Manage privacy settings
Tap on Privacy Shortcuts to adjust your post and profile privacy.



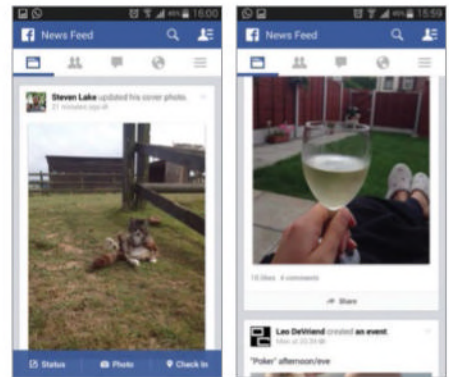
3: Timeline privacy options
Tap on Account Settings. Tap 'Timeline and Tagging' for more privacy options.



4: Manage general settings
In General Settings you can adjust sync options and notifications.

8: View friends' posts in the News Feed

The Facebook news feed is your main hub for all stories, posts and shared content on Facebook. If you are friends with someone, their status updates and events will be posted to your news feed for you to check out. In the News Feed window, tap on a new story, post or event to view more details on it. You can also Like, comment on and share a post. Sharing will post it onto your timeline, making it visible in other people's news feeds.



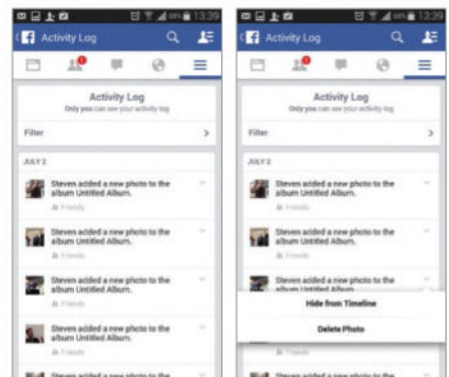
9: Find businesses and locations

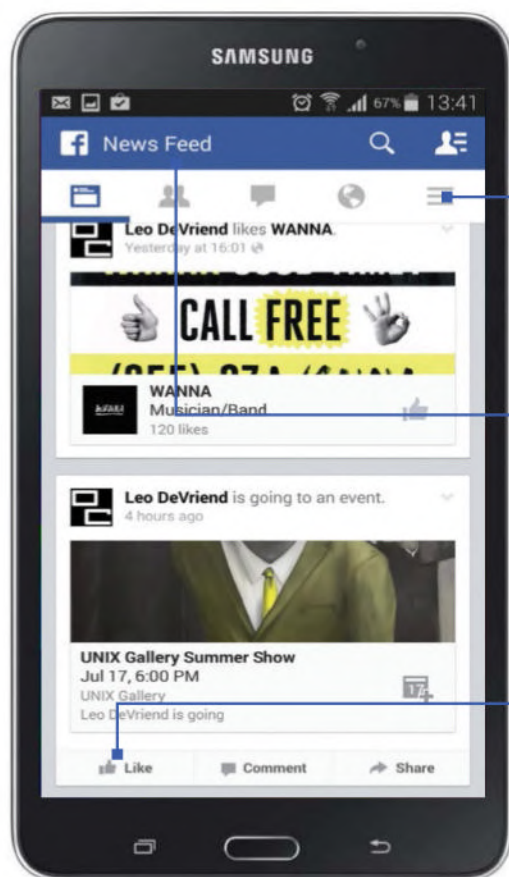
Facebook has its own map-based directory for finding businesses and other venues local to where you are. Tap on the Menu button, then tap Nearby Places. Tap on the search icon to use a keyword to look for a place. You can also search by category to refine your results. Search results will appear on the map at their location. Tap on a place to view more details on it. Tap on the direction icon next to a location's address to open Google Maps for directions. You can also read reviews and find out more about upcoming events at the place from its Facebook page.

"Facebook has its own map-based directory for finding businesses near you"

10: Use the Activity Log to view your history

From the main menu, go down to the Help & Settings subheading. Tap Activity Log. Here you can view all of your past activities on Facebook. Activities include posts and status updates you've created, images you've uploaded, content that you've liked and shared, and friend requests you have made. Tap on any of your previous activities to view them. Tap on the drop-down arrow next to an activity to manage it, including deleting it.





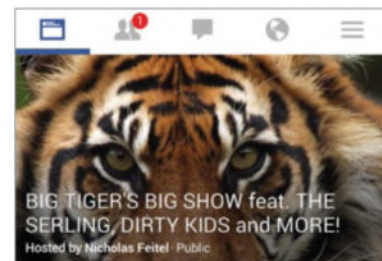
11: Facebook interface

The Facebook toolbar
Access your news feed, friends, messages and recent activity via these icons

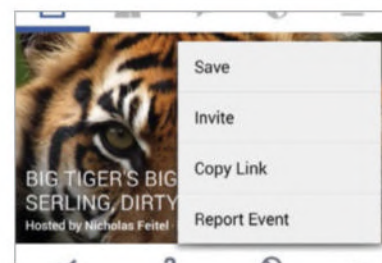
Quick updates tools
Quickly snap a photo, check in at a location or create a status update from here

Fast post responses
Like a post with a single tap or RSVP for a new event posted on your news feed

12: RSVP to and repost events

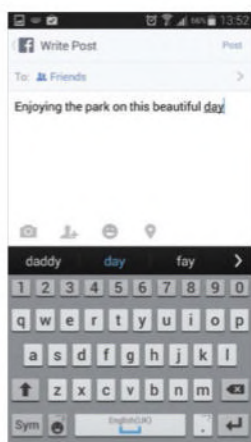


1: RSVP to a shared event
Tap on an event in your news feed to view its details and RSVP to it.



2: More event options
Tap the Menu button in the event page. Tap on Invite to repost the event.

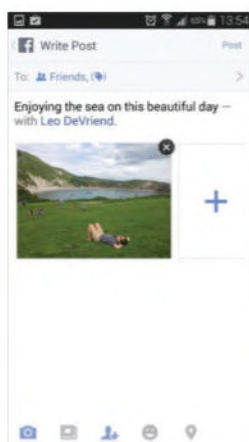
13: Update your status



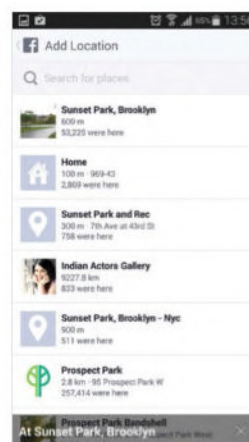
1: Post status update
At the bottom of the News Feed, tap Status to open a new window. Type your status update into the text box and select who can see the post.



2: Add media
Tap the camera icon to open your camera roll. Browse for any images or videos to include, or tap the '+' icons to shoot a photo or video.



3: Include a friend
In the Write Post window, tap the contact icon. Here you can link a friend to your post by searching for them or selecting a name from the list.



4: Add location info
Tap on the GPS icon to pinpoint your location or a place close to you in the status update. Tap Post to post the update to your wall for others to see.



5: View post
Your post will appear at the top of your feed for others to see. Tap on the drop-down button to delete a post, removing it from Facebook.



Tell the world what you're thinking in 140 characters with this great social networking app



Twitter, the microblogging social media platform, has taken the world by storm. Based on 140-character 'tweets' that are like mini status updates, it's one of the best ways to join in a worldwide conversation and reach people across the globe.

The Twitter app on your Samsung Galaxy device is an amazing way to stay in touch with

what's going on out there from the palm of your hand. With an easy-to-use interface and great functionality, even Twitter newbies will be transformed into Twitterholics after just a few taps. Here we'll show you some of the key things to learn how to get your own Twitter account up and running. Once you've learnt the basics, you can search for the people who

interest you and fill your feed with interesting updates. This is one of the things that makes Twitter so unique – it puts you in touch with people who you wouldn't ordinarily be able to speak to and lets you initiate conversation. As well as the millions of other Twitter users out there, most celebrities are on Twitter, so are many politicians, public figures, companies

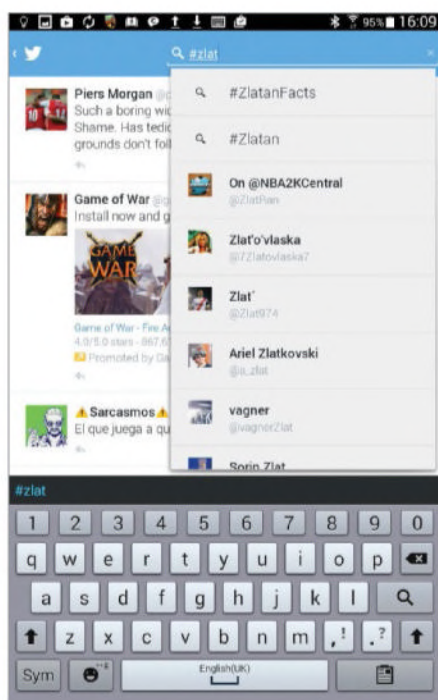


Fig 1: Hashtags are the best way to get your tweets seen

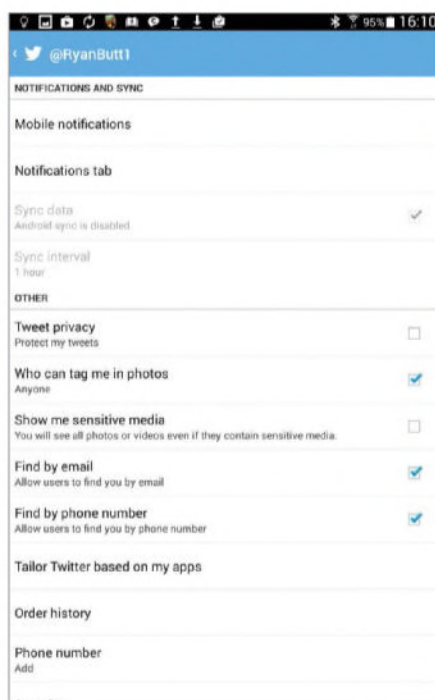


Fig 2: Twitter has plenty of privacy settings to keep us safe

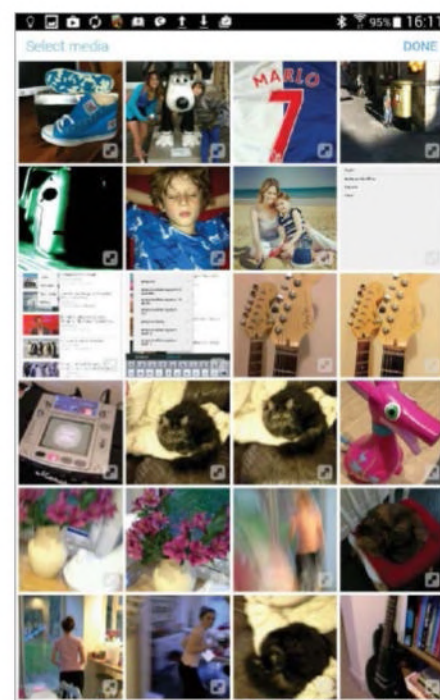


Fig 3: Select an image to tweet and tag a friend

and news broadcasters to name but a few. You can tweet these people questions, opinions, even complaints and often get a response. You can also follow all the people and things that you care about most to fill your news feed with always-interesting content.

You might get some new followers too, as if people like your tweets they may follow you for more of the same. When you follow people on Twitter, the tweets that they post will appear on your news feed, so you can keep up to speed with the people and causes you care

you can tap on that tag and you'll be shown a host of tweets from other users who have used the same tag. Send a tweet using this tag and you've joined in the chat. Alternatively, you can reply to other people's tweets using the Reply button, a small bent-arrow icon that appears beneath all tweets.

If you want to keep most of your Twitter activity private, the app has some privacy settings. Tap the three-dots icon at the top right of the home page and hit Settings. Here there are a few different privacy options to

"The Twitter app is an amazing way to stay in touch with what's going on out there"

about. Likewise, people who follow you will see all of your tweets on their news feeds. You can send direct messages to your followers via Twitter by tapping the envelope icon in the top bar. This will take you to a screen that has an instant-messenger style interface, where you can see the back-and-forth conversation. This is handy if you want to say something that you don't want made public in your tweets, but you're still limited to 140 characters.

If you want to start a conversation with the world, a hashtag is the best way to get the ball rolling (Fig 1). For example, if someone you follow in Twitter tweets the tag #ILoveCake,

you can tap on that tag and you'll be shown a host of tweets from other users who have used the same tag. Send a tweet using this tag and you've joined in the chat. Alternatively, you can reply to other people's tweets using the Reply button, a small bent-arrow icon that appears beneath all tweets.

If you want to keep most of your Twitter activity private, the app has some privacy settings. Tap the three-dots icon at the top right of the home page and hit Settings. Here there are a few different privacy options to choose from, most with a checkbox to toggle them on and off (Fig 2). You can choose to hide your tweets from everyone except your followers, allow tagging in photos and allow people to search from you using your email address, among other options.

You can also tag people in images (Fig 3) that you attach to tweets. Once you've attached an image, a blue button will appear beneath it that reads 'who's in this photo?' Tap on this button and then type in a full name or a Twitter username (remember to add the @). Hit Done when you're ready to unleash the tweet on the world.

Twitter jargon

Keep up with the lingo

With only 140 characters to play around with in each post, there are plenty of Twitter abbreviations to learn! First up: hashtags (#). These allow you to join the conversation about a particular topic, and for your tweets to show up in searches. The @ symbol is added before someone's username so you can mention them or address them. RT stands for 'retweet' – when you love a tweet so much, you want to share it with your followers.

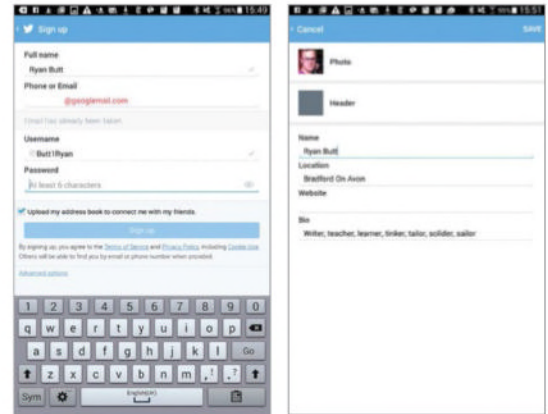


Get familiar with Twitter

1: Create an account

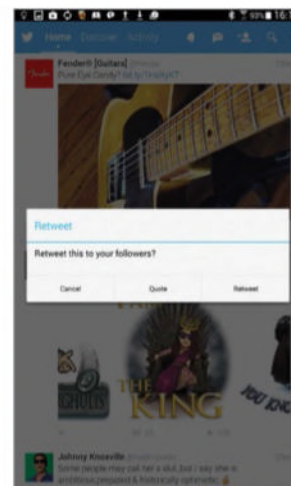
When you launch the Twitter app, you'll be prompted to sign in or sign up. Tap the Sign Up option and you'll be taken to a page where you can tap in some details. Enter your name, email address and choose a username – Twitter will let you know if the one you want is available or not and will provide suggestions for alternatives in this box. Then choose a password. Tap the checkbox if you want to sync with your phone contacts, then tap Sign Up. Next you'll be taken to a page with suggestions of who to follow. Tap the '+' icons to follow them or hit Next in the bottom right. You'll see a section where you can add a photo and write a bio for your page. Hit the pencil icon on the image space to choose photos from your Gallery or snap them with your device's camera.

"You'll see a section where you can add a photo and write a bio for your page"



2: Follow other Twitter users

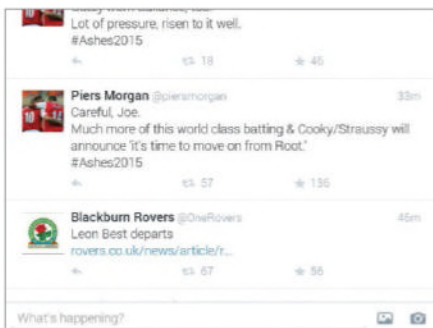
To follow a few Tweeples, tap on the icon in the top bar that features a '+' symbol. Here you can browse the suggestions that Twitter gives you. To follow them, all you need to do is tap on the '+person' icon and you're done. To search for a particular person, tap the magnifying glass icon and type their name. Twitter will show up lots of suggestions. When you find the one you want, either hit the Follow button right away or tap their name to see their profile before following.



3: Retweet another user's tweet

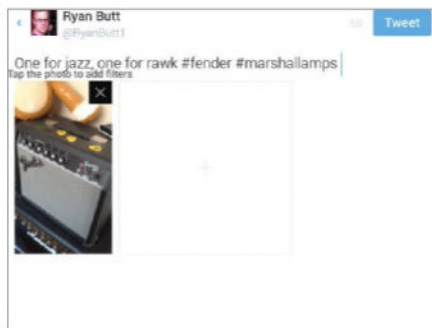
When you find a tweet that you really love and want to share with your own followers, you can choose to retweet it. This means that the tweet from that user will be added to your stream of tweets on your profile. To do this, when you see a tweet you love, look for the small icons directly below it. There will be one that looks like two arrows circling around each other. Tap it and you'll see a confirmation box. Now simply tap Retweet and you've just retweeted the post to all your followers.

4: Post a tweet



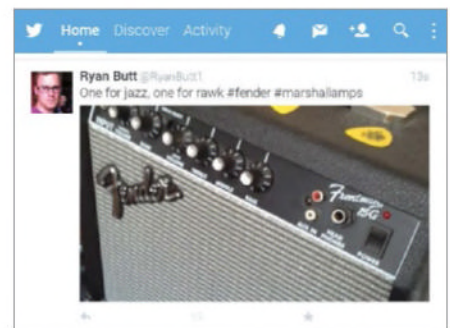
1: Tap 'What's happening?'

On your Twitter home page, tap on the bar at the bottom that says 'What's happening?'.



2: Type your text

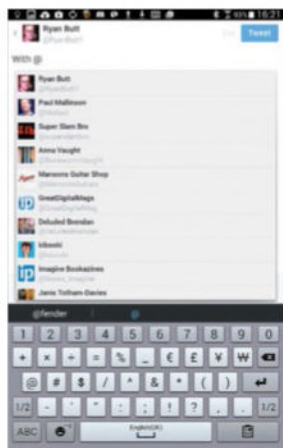
On this screen, put your thoughts into words – remember, you can use just 140 characters!



3: Post and enjoy

Tap Tweet. Your tweet will appear on your profile and the feeds of those following you.

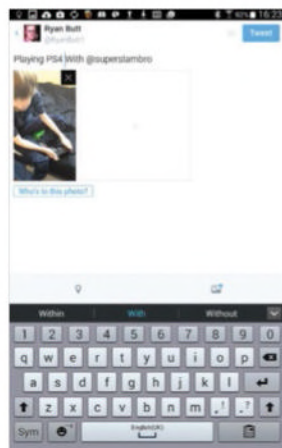
5: Tweet with mentions, locations and photos



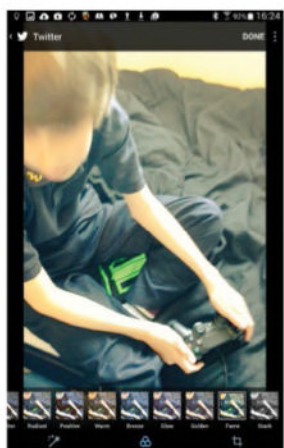
1: Mention friends
Begin typing a tweet, type an @ symbol, then start to type a friend's name without leaving a space. You'll see a list of suggestions appear in a drop-down menu. Choose the correct one and then your mention will be automatically added.



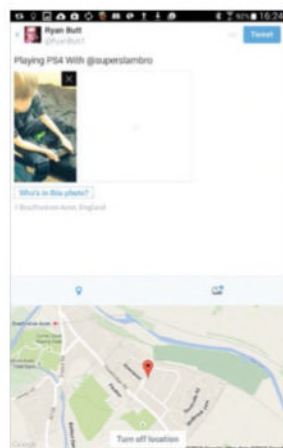
2: Tweet a photo
You can attach photos to your tweets to show your friends what you're up to in a more visual form. When you're composing your tweet, tap on the small image icon with a blue '+', which you'll find in the bottom right of the bar beneath your text.



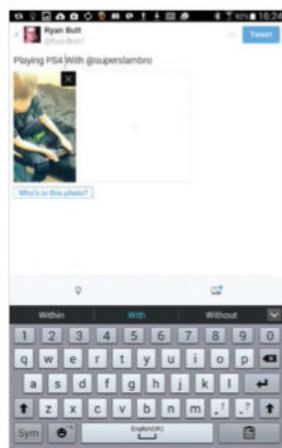
3: Choose your image
The next screen gives you the option to snap a photo right there and then (by selecting the camera icon), choose an image from your device's Gallery (by selecting the image icon) or scroll through all of your shots in-app to select one.



4: Edit images
Tap an image to select it. If you fancy making edits to the image, hit the small arrows icon. This takes you to Twitter's image editor, where you can use the icons at the bottom to apply filters and crop. Tap on Select when you've finished editing.



5: Add a location tag
You can add location information to the image to show where you are. Tap the location-pin icon on the bar below the text on the tweet-editing page. This calls up an options box to enable location settings. Tap on the Enable button.

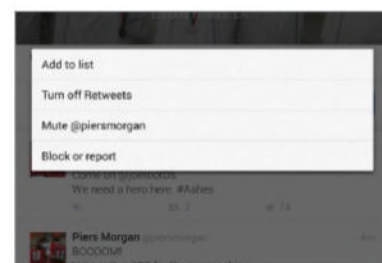


6: View your location
You will then see a dropped pin showing your location. This information will be added into your tweet. If you would rather remove the location tag to keep it private, simply tap the 'Turn off location' button at the bottom of the map.

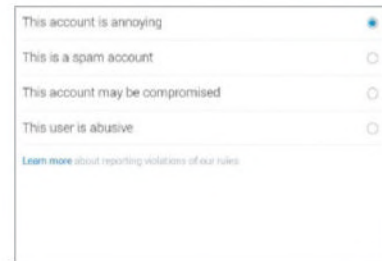
6: Block an abusive or annoying user



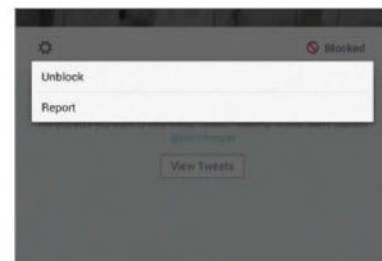
1: Go to the profile
Find the profile of the user you want to block and tap the cog icon.



2: Choose from the options
From the list of options that appears, tap on Block or Report.



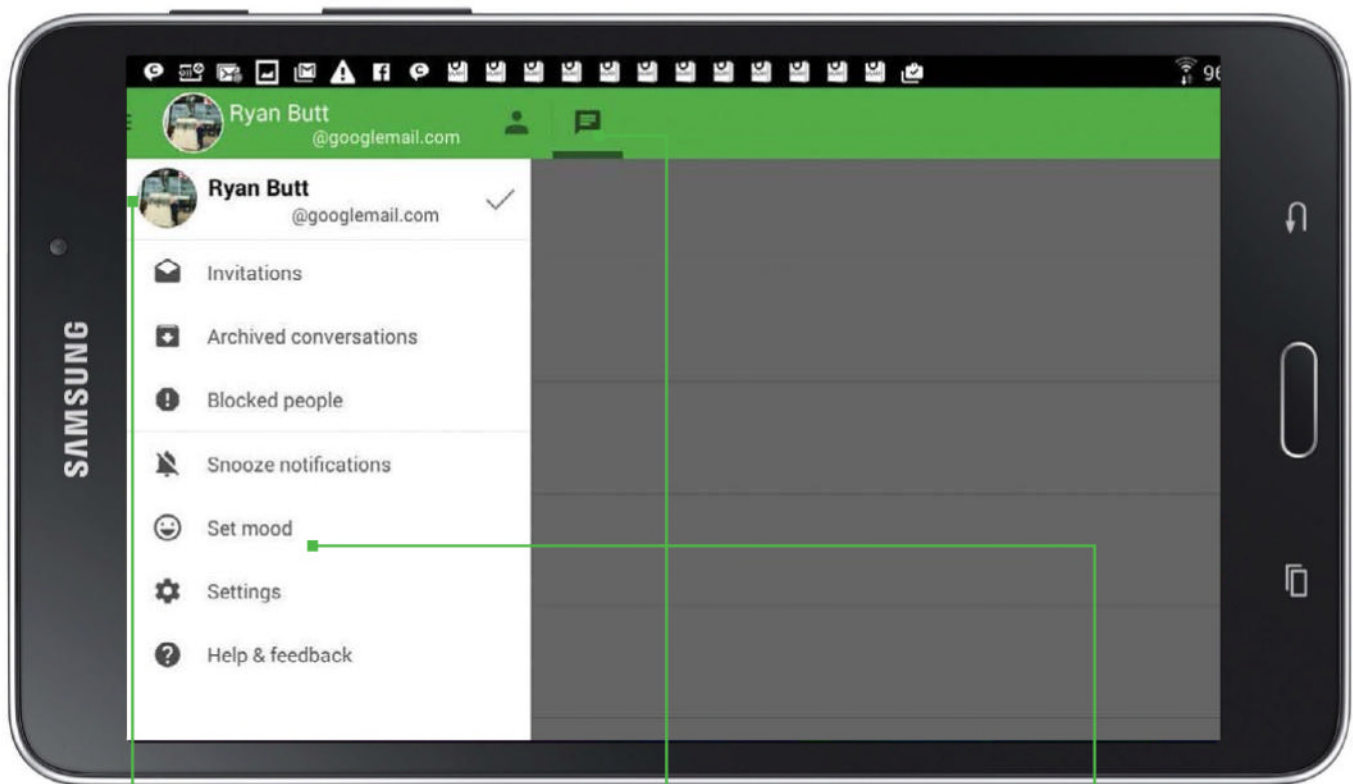
3: Tap on Block
On this screen, check the box to block a user and give your reasons.



4: How to unblock
If you change your mind, tap the cog icon again and hit Unblock.

Hangouts

Chat with all of your Google contacts in an SMS format with the Google Hangouts app



Chat with new contacts
Send and receive invites to and from new contacts to hang out in Google Hangouts

Chat with your contacts
Tap the '+' symbol to send a new message to any of your Google contacts in Hangouts

Set a mood in Hangouts
Use emoticons to set a current mood for yourself to be seen by your Google contacts

Google Hangouts connects directly to your Google account, making all of your Google contacts available to hang out with in a chat window on your Galaxy device. The Google Hangouts application is a kind of alternative to SMSing on your device. Much like WhatsApp on smartphones, the Hangouts app breaks

down the barriers of text, voice and video communication by functioning over a data or Wi-Fi connection. Whenever you have either type of connection enabled on your device you'll be able to send and receive text messages in 'hangouts'. You can also perform video and voice calls in Hangouts. When video chatting with a contact, both

of your devices' cameras will be activated – you can even switch between your front- and rear-facing camera. If you want to chat with multiple contacts at the same time, that's no problem for Hangouts. You can create a group chat, which allows you to add multiple participants to a single hangout (Fig 1). If you use Google+ you can

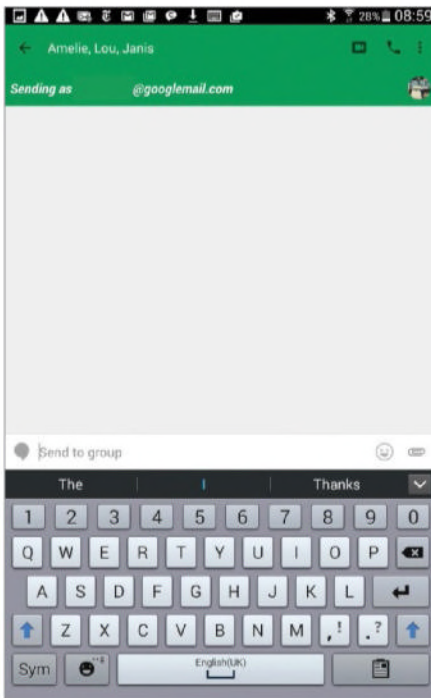


Fig 1: Group discussions are made easy through Hangouts

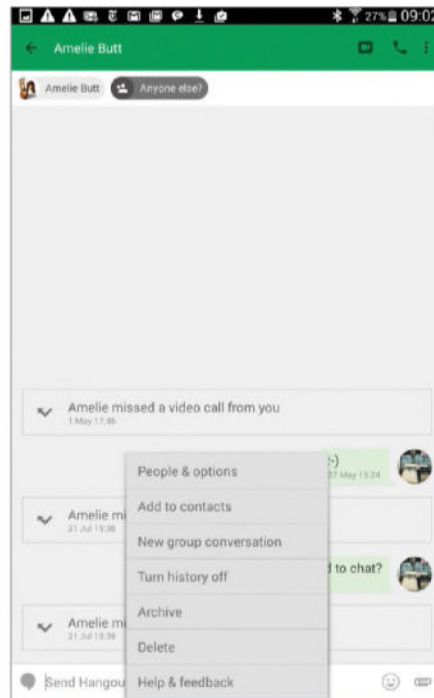


Fig 2: Previous Hangout conversations can be viewed at any time



Fig 3: The app is found in the Google folder

create group hangouts based around your circle categories, letting you set up a group hangout with all of your favourite people in moments. Every time you return to a hangout in a group or with an individual the previous conversation is made visible (Fig 2). Conversations in Hangouts can be archived and removed from your current chat window. Long-press on a contact that you are chatting with in Hangouts to reveal chat

can view your invite and opt to hook up. Also, any of your Hangouts can be archived and referred back to later by tapping on the Archived option in the main menu. If you have a difference of opinion with certain people in your Hangouts then you can block them from contacting you in the future. To do this, tap on their contact details and then tap the three-dot icon in the top-right corner of the screen. You will

“The app comes pre-installed on your device ready for you to hang out with your friends”

options in the top toolbar. You can also turn history off in any chat so any conversation you have with a particular individual is not saved or archived.

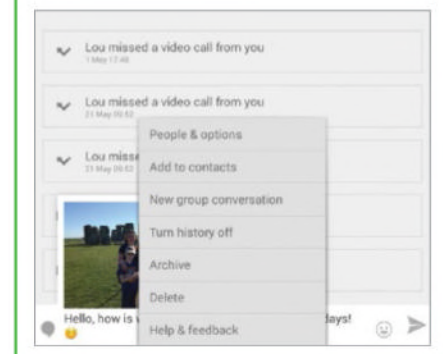
Navigating the Hangouts app is easy. Two tabs at the top of the interface let you effortlessly switch between your contacts and all of your current Hangouts and you can start a new Hangout simply by tapping on the ‘+’ icon in the top-right corner of the screen. Tapping the list icon in the top-left corner of the app interface presents a selection of other options too. If you have been invited to hook up with someone else in a Hangout that they have created then the Invitations section is where you

then see the option to block that person. You can review your ‘blocked’ list in the main menu by tapping the Blocked People option and, should you later decide, remove them from the list. You can also access the app settings from the main menu, which cover all aspects of your Google account and allow you to add additional accounts should you so wish. So you see, Hangouts is an easy-to-use and accessible app that makes communicating with your nearest and dearest as effortless as if you were in the same room as them. What’s more, the app comes pre-installed on your Galaxy device, ready for you to hook up and hang out with your favourite people (Fig 3).

Hangout options

Your chatroom options menu

While in a Hangout, you can tap on the menu button to bring up a list of options that are applicable to your chatroom. The People & Options item lets you rename the Hangout, set notifications for it and edit the people included. You will also find options to add people, turn the history of the chatroom off, archive it and leave the room, if you no longer wish to participate in the discussions. As always, there is also the Help & Feedback option available so that you can discover much more of what this app has to offer.

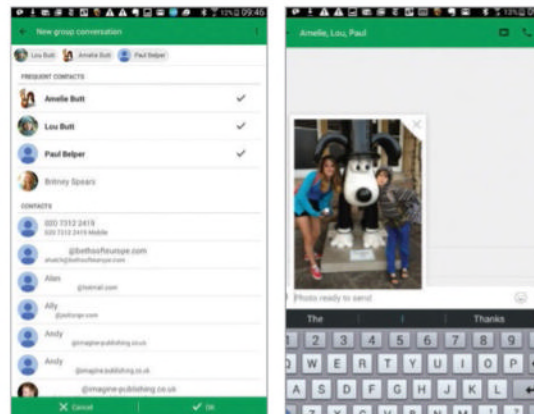


Start communicating

1: Start a group chat

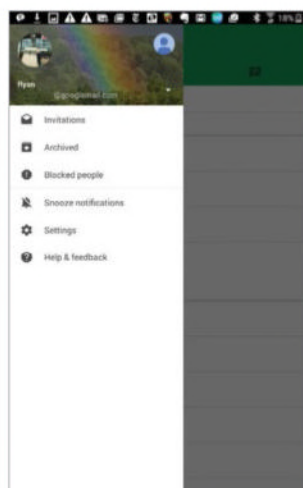
To start a group chat in Hangouts, tap on a contact to start with. In the chat window, tap the 'Anyone else?' icon and tap on the name of a contact to add them to the group hangout. You can add as many contacts as you like to a Hangout session. When you are ready, simply tap on 'OK' to start the group chat. All participants' names will be listed at the top of the window. Tap the three-dots icon, then 'People & options'. Here you can add new participants to the group chat as well as manage the group. From the group hangout menu, you can leave and view the group chat archive. It's a simple system that is easy to grasp and makes communicating with others an absolute breeze.

"You can add as many contacts as you like to a Hangout session"



2: Make a video call

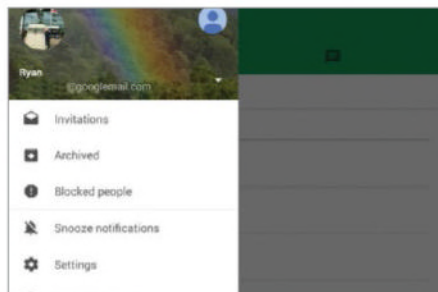
In Google Hangouts, tap on the name of a contact that you want to have a video chat with. In the top-right corner of the chat window, tap the camera icon to begin a video chat. If the contact agrees to video-chat, they will appear on camera. While performing a video chat, tap the contact icon to add a new participant from your contacts. Once you have finished the video chat and wish to end the session, simply tap on the red receiver icon and the video chat will end immediately.



3: Manage your request settings

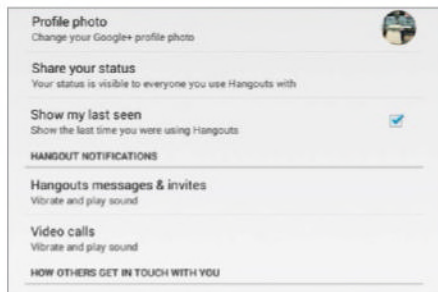
Tap the list icon in the top-left corner of the Google Hangouts interface to access the main menu, then tap Invites to view all of your current hangout invites. Tap on the name of an invitee to view their Google+ information. Tap on Add to add them to a Google+ circle. You can also respond to a hangout invitation by tapping Reply to respond to their chat, opening a new chat window in Hangouts. This simple interface makes it easy to hook up with your nearest and dearest whenever you need to.

4: Change your profile picture



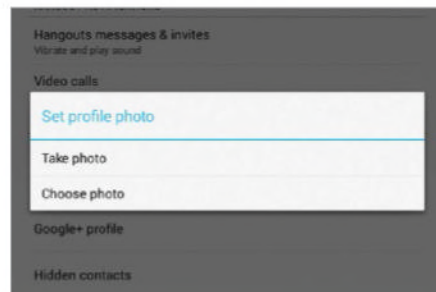
1: Go to settings

Tap on the menu icon in the top-left corner and choose Settings, then tap on your account name on the next screen.



2: Tap Profile photo

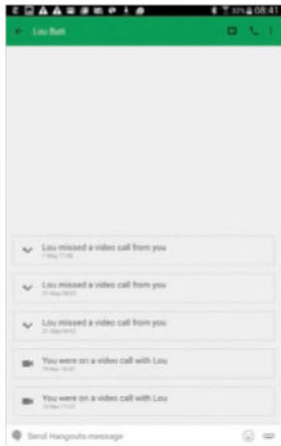
Now select the Profile Photo option at the top of the account settings screen. Next to this it will display your current profile picture.



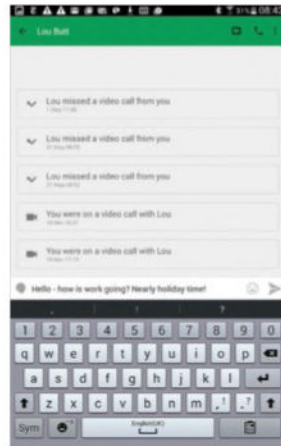
3: Take or choose?

You will now have the option to either take a new photo on your device or choose an existing photo from your gallery.

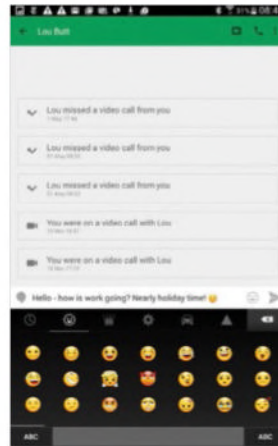
5: Send quick & easy text messages



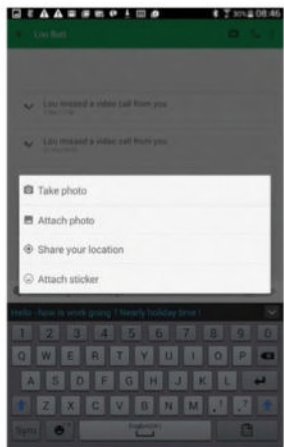
1: Tap on a contact
In Hangouts, tap on any contact and all of your Hangouts history in relation to that person, including video calls, will be listed. At the bottom of the screen you will see 'Send Hangouts message' – tap on this and a pop-up keyboard will appear for you to start writing.



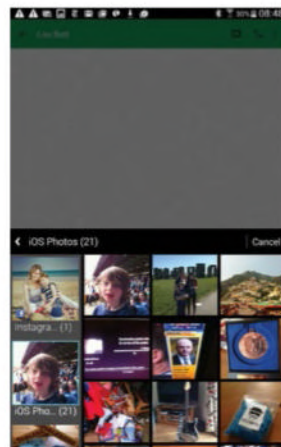
2: Write message
Use the keyboard to type your message into the text field. If you are just sending a straightforward text message to a contact then simply tap on the arrow icon to the right of the text field once you have finished writing and the message will be pinged off to the intended recipient.



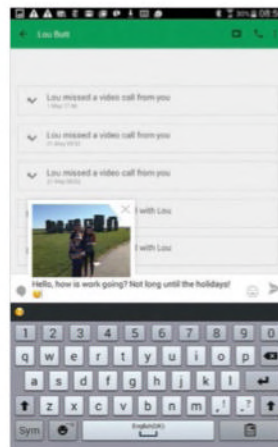
3: Add emoticons
If you would like to spice up your text message with some mood icons then tap on the smiley face icon to the right of the text field and a wide range of emoticons will be available for selection. Use the tabs at the top of the window to peruse the various categories available.



4: Add attachments
If you would like to add an attachment to your message, in the form of a photo, location or sticker, then tap on the paperclip icon to the right of the text field. This will open up a window with four options – two of which relate to taking a new photo or attaching an existing one.

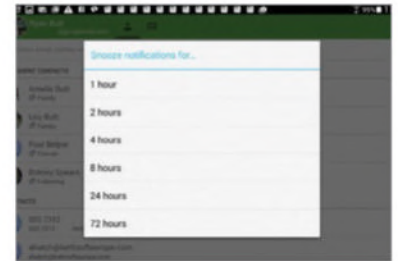


5: Choose what to attach
If you opt to take a photo then your Camera app will automatically open and you'll be able to snap a new image to include. If you are going for an existing one, choose the Gallery option and then navigate through to the photo that you want to use.

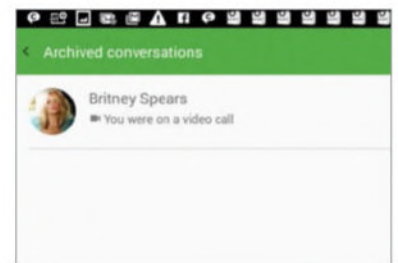


6: Send message
When all of your elements are in place, simply tap on the arrow icon to the right of the text field and then message will be sent to the intended recipient. As you will discover, the service is quick and easy to use and allows you to send unlimited messages for free. What could be better?

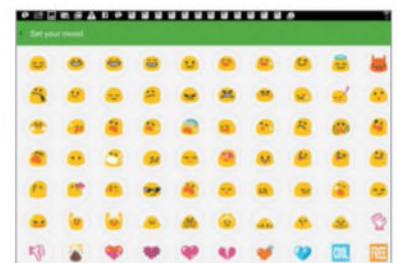
6: Learn about the different settings



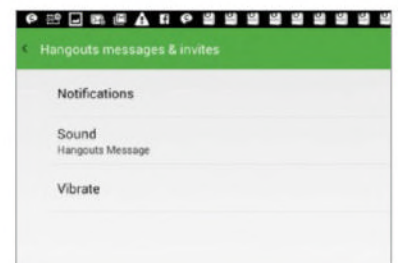
1: Snooze notifications
Use a snooze notification to turn off notifications temporarily.



2: Archived hangouts
Open the Archived hangouts window to view old and saved hangouts.



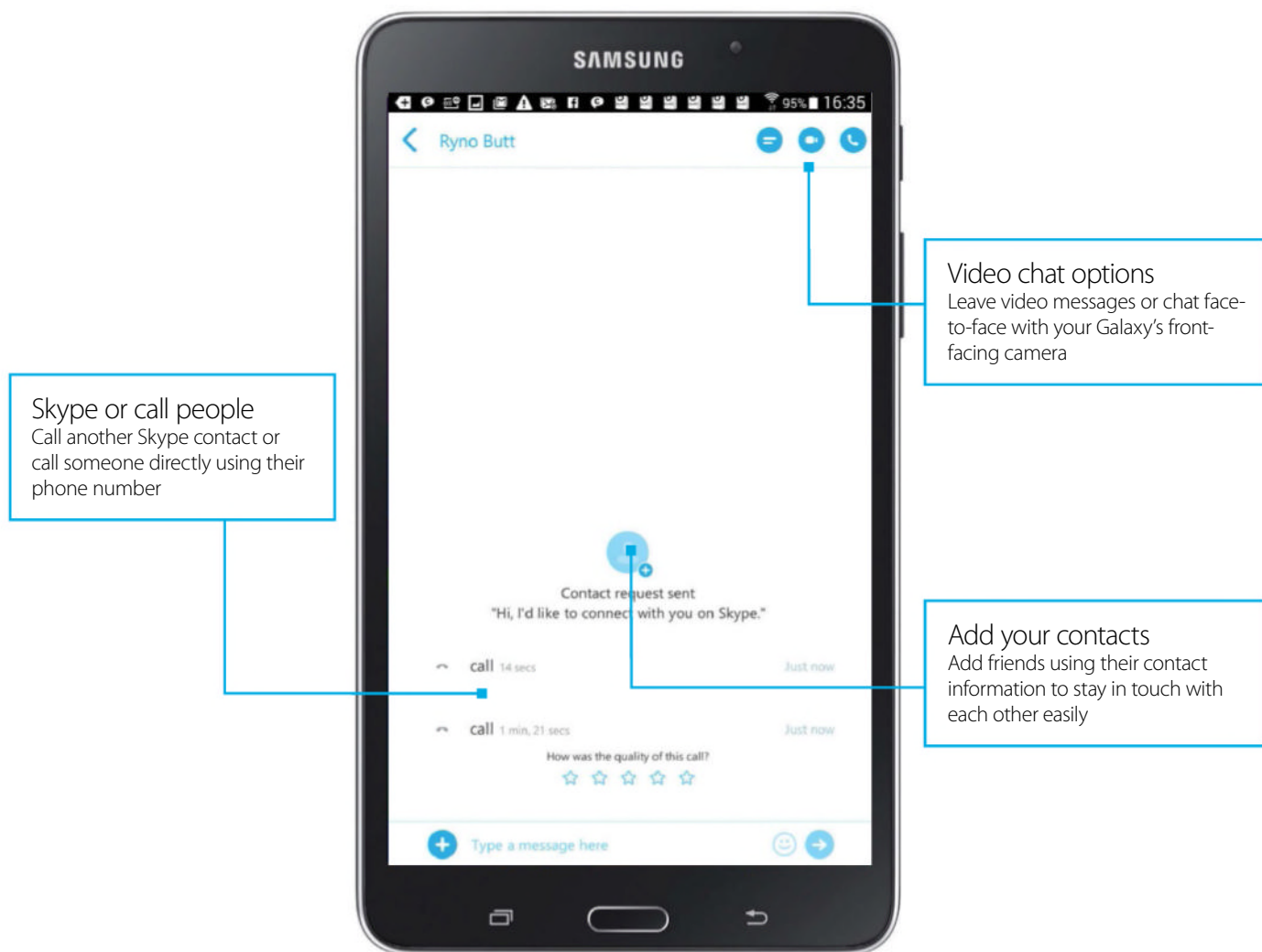
3: Set mood
Here you can pick an emoticon to best express your current mood.



4: Notification settings
In the Settings window, tap your account name to manage notifications.



Call contacts from your Galaxy device over a Wi-Fi or data connection in the Skype app



Skype has been in existence for more than ten years, providing users with the ability to communicate via text, audio and video. Skype was originally made for use on a desktop computer; but with the introduction of the Skype app to Android devices, Skype has become a stable part of communicating with others on smartphones and tablets.

The Skype app on your Samsung Galaxy device allows you to call up Skype contacts no matter where you or they are. As long as you have a data connection (ideally 3G or 4G for phones or Wi-Fi for tablets), you can call someone up and chat to them. The Skype app effectively provides you with another means for making calls on your Galaxy. This

is especially useful for talking to people in other countries, helping you avoid extra charges for calling a foreign number on your smartphone. Skype also brings people from around the world closer together with its ability to call phone numbers through the app (Fig 1). Calling a phone number in Skype is a paid service, but the cost of calling via Skype

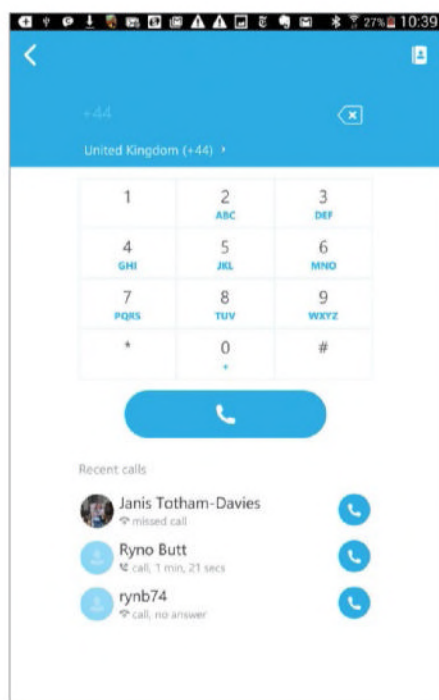


Fig 1: Make calls quickly and easily

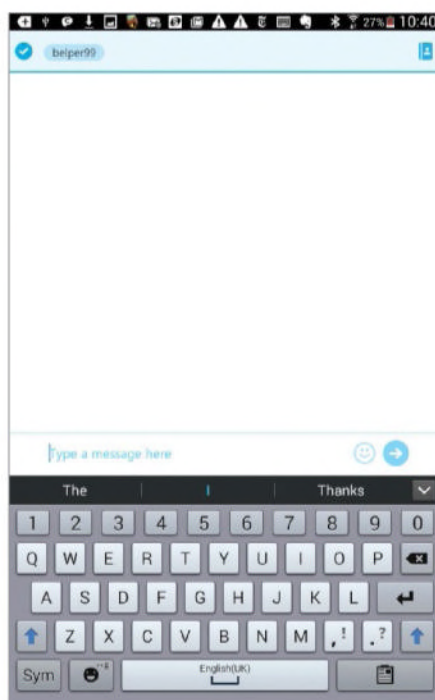


Fig 2: Send instant text messages and attach files

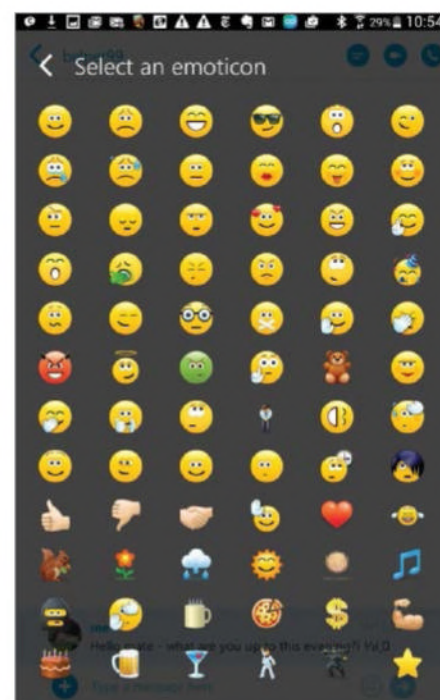


Fig 3: Add emoticons to reflect your mood

is minimal compared to calling from your smartphone or a landline. You could call up someone in Brazil from France and it will only cost a few pence a minute to do so.

Skype is constantly being updated with new tools and functions to make communication easier. You can now leave video messages for contacts who are currently unavailable. You can also chat with Skype contacts with text messages in the Skype IM window.

“Skype is constantly being updated with new tools to make communication easier”

The IM window can be used to send files, attachments and links to users (Fig 2). This can even be done while your are on a call to someone, chatting to them while sending a file across to them. Skype also provides you with the option to set up a Skype number for yourself. Again, this is a paid service that you can purchase in the 'Me' screen of the app. You can give out your Skype number to people and they will be able to call you on it from any phone. The call will then be directed through the app on your Galaxy device.

Finding your way around the Skype interface is easy. All of your recent contacts will be presented on the main screen, should you need to contact them again quickly and easily

and a simple set of icons at the top of the screen let you access a keypad (to make Skype calls), the IM window and a new contacts screen, whereby you can log the contact details of new people you meet.

The 'Me' screen is accessible via your profile picture and here you can enter a quick mood message to let others know what you're up to and show you as available or invisible (the latter is ideal if you need to get on with things

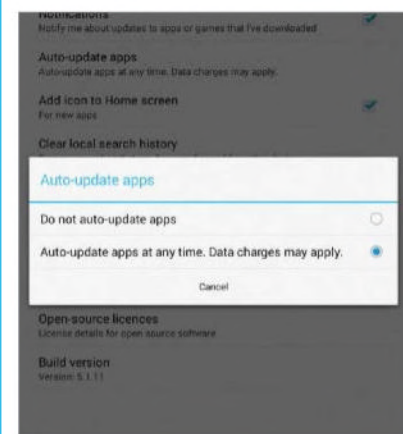
and don't want anyone to Skype you). Finally, the three-dot icon in the top-right corner lets you access the app settings, which covers everything from notifications to privacy. Take time to peruse all of these options to set Skype up to meet your own personal needs.

If you tap on a recent contact then you can instantly start typing out a message to that person and tap the smiley face icon to add emoticons (Fig 3). Or alternatively use the icons in the top-right corner of the screen to invite the person to a video chat or an audio chat. With Skype, communicating with other people has never been easier and although video-chatting may seem alien at first, you'll soon start to feel very much at home.

Stay up-to-date

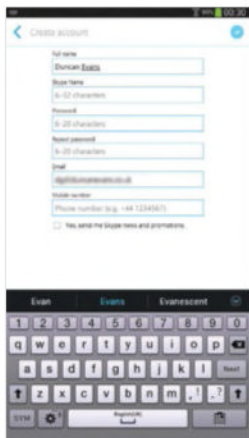
Get automatic updates

As the Skype app is constantly evolving and improving with new features and services, it pays to ensure you are running the most recent version of the app. Go to the Google Play Store app, tap the list icon in the top-left corner and go to My Apps to see if there is a Skype update available. Then go to Settings and activate the Auto-update apps feature to stay up-to-date with Skype.



Start messaging and making calls

1: Create and edit your Skype profile



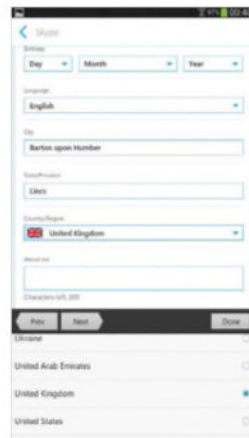
1: Create account
From the start screen, tap on 'Create account'. Type in your personal details.



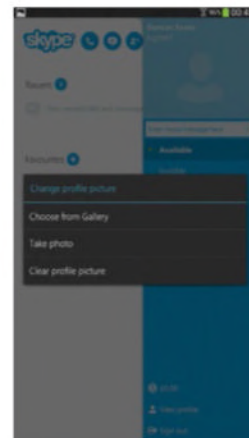
2: Fill out details
Add your email and phone numbers, then tap the tick icon to create it.



3: Your profile
Tap on the profile icon, then on 'View profile'. Tap on your name to see it.

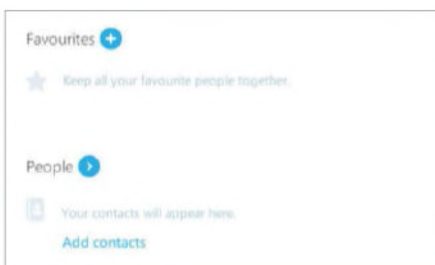


4: Start editing
Scroll down and tap on Edit. Now fill in missing elements for your profile.

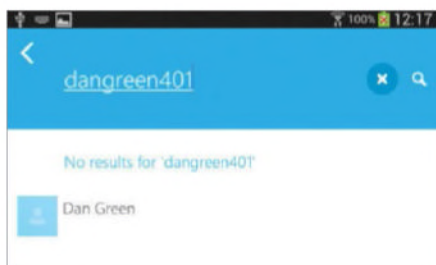


5: Brief description
Save then go back. Tap on the profile image to add a photo or replace one.

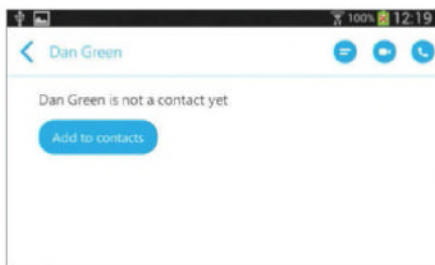
2: Add a friend to your list of contacts



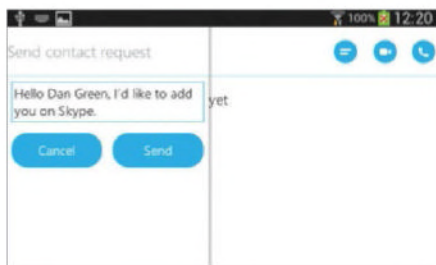
1: Add new contacts
On the main page, tap 'Add contacts', under People. All your contacts will appear here.



2: Enter the name
You can type in the full name (not advisable), email address or Skype name of your contact.

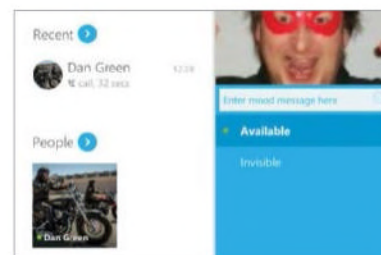


3: Select the result
Tap on the best matching result that comes up. On the next screen, tap 'Add to contacts'.

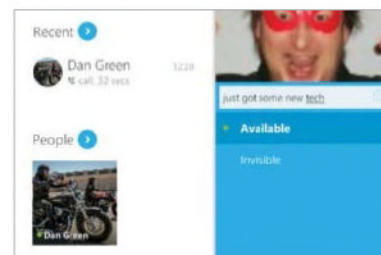


4: Send request
This produces an editable contact request. Tap Send. When they accept, they will be added.

3: Set your status and mood



1: Are you in or out?
Tap on your profile icon and toggle between Available and Invisible statuses.



2: Add mood message
While there, type in a mood message to let people know how you are feeling.

4: Make video calls to your contacts



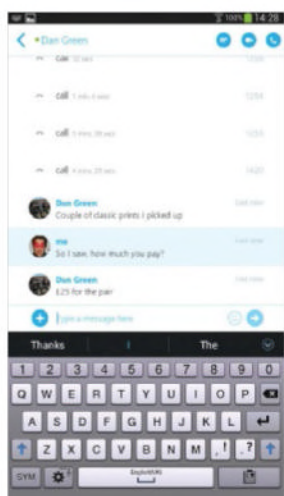
1: Select the contact
Under the People heading, tap on the contact you want to call. If you have lots of contacts, tap on the right arrow to see them all listed.



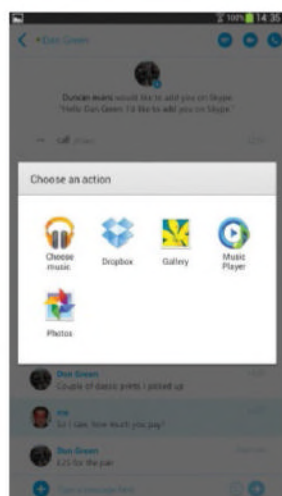
2: Make a video call
You'll see any previous conversations here. At the top, tap the camera icon to start a video call. When they answer, the video begins.



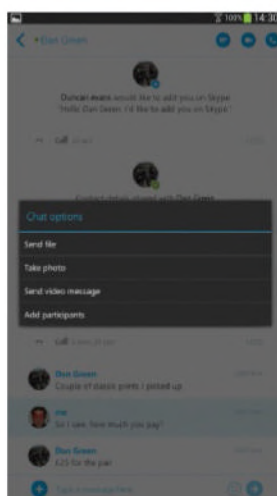
3: In-call options
Tap the screen to see options. There are ones to end the call, switch to the message screen, turn the microphone off and switch the video camera.



4: Send messages
To just chat using the instant messaging service, type a message into the field at the bottom and then tap on the right arrow key to send.

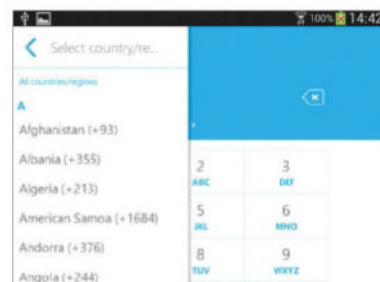


5: Send files instantly
To send files or a video message, tap on the '+' sign at the bottom and select that option. For files, you can select from Dropbox as well.

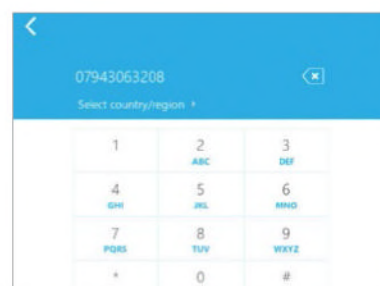


6: Bring in others
To add others to the conversation, tap the '+' sign and select 'Add participants'. Then type in their contact name to add to the thread.

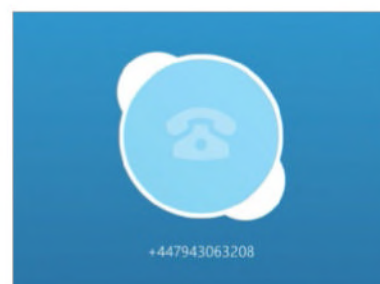
5: Call mobiles and landlines



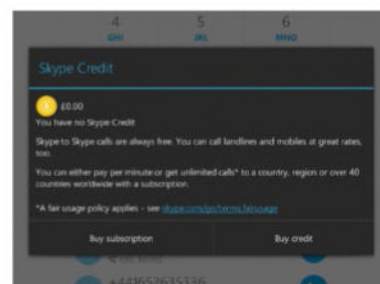
1: Calling phones abroad
To make an overseas call, tap on the phone icon then select which country.



2: Enter the number
Type in the telephone number and area code, then press the blue call button.

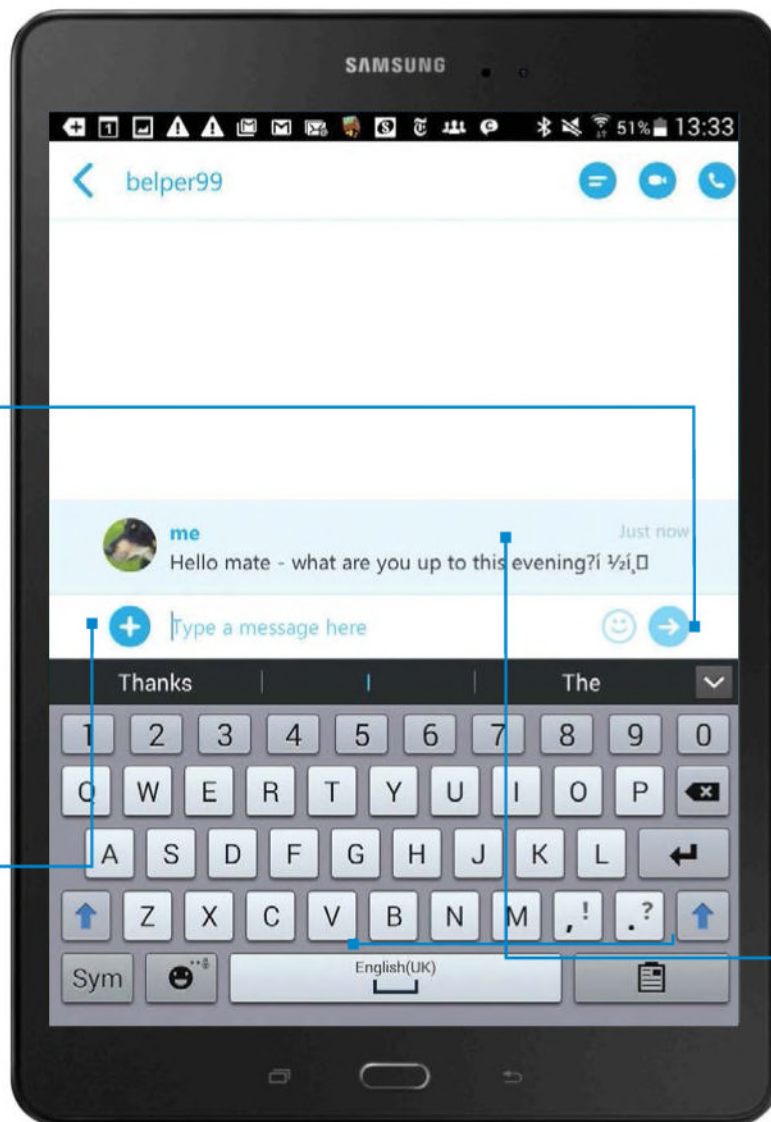


3: Calling options
When connected, you can end the call, send a text message or turn the mic off.



4: Not enough credit
If the credit runs out mid-call, you will go to the credit top-up option menu.

“You can give out your Skype number to people and they will be able to call you on it from any phone”



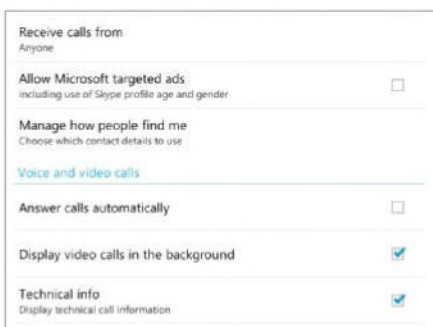
Sending messages
Enter your message into the text field and when you have finished, tap on the blue arrow icon to send the message

Attaching files
To attach files, photos, videos or to add more participants, tap on the blue '+' icon and then select an option from the list

"If you tap on a recent contact then you can instantly start typing out a message to that person"

Grouped messages
Your messages will be grouped in conversations. If you would like to remove any threads from the conversation, press and hold on it and choose Remove message

6: Get Skype WiFi



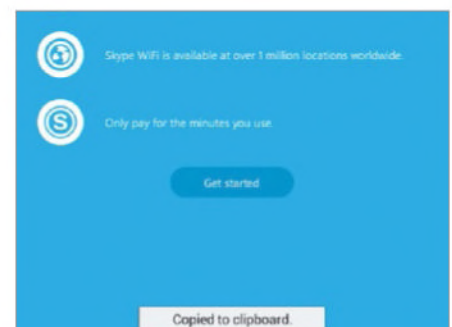
1: Go to settings

Go to the main settings screen, scroll down to the bottom and listed under the Connection section is an option called Skype WiFi. Tap it.



2: Get the app

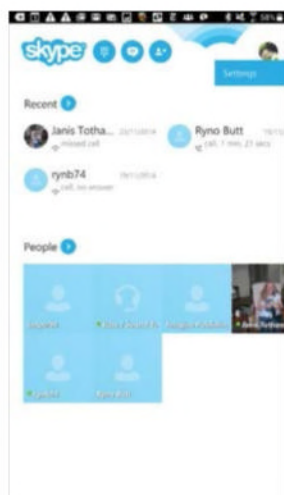
You will be diverted with the Skype WiFi app screen on Google Play. Tap on Install to download and install the app on your device.



3: Start connecting

Using the app you can now use your Skype Credit to get online while and about using the many Skype WiFi hotspots.

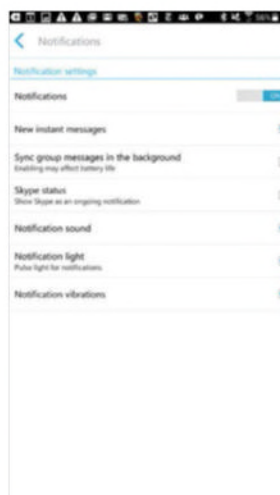
7: Explore your Skype settings



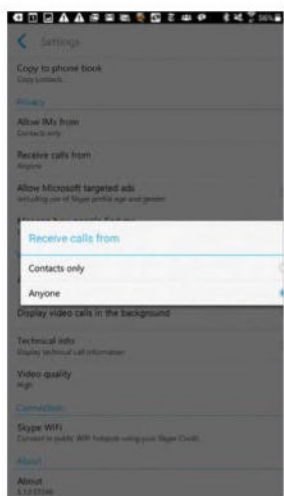
1: Go to settings
While at the main Skype screen, tap on the menu icon in the top-right corner of the screen and then choose the Settings option (which, strangely, happens to be the only option). This will then direct you to the main settings screen.



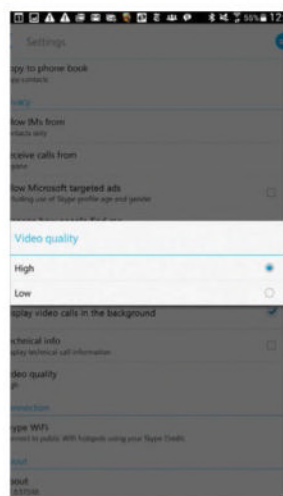
2: Main settings screen
You will be presented with a screen that is packed full of options, all of which are grouped together into categories such as General, Contacts, Privacy and more. Some options are triggered by a simple tick box, others need tapping on.



3: Notification settings
Tap on Notifications to activate the service and also determine which aspects of the app can send you notifications and how. The Copy to phone book option, when enabled, will show your Skype contacts in your contacts database.



4: Privacy settings
Scroll down to the Privacy section and start off by determining who you would like to receive IMs (instant messages) and Skype calls from – contacts only or everyone. You can also disable targeted ads.

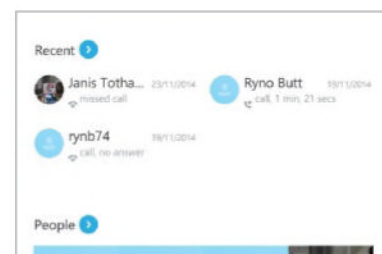


5: Call settings
The Voice and video calls section is where you can select the quality of the video. Tap on this option and either set it to high or low depending on your connection strength. You can also display technical data.

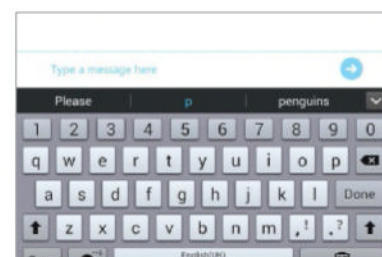


6: About Skype
The last option on the settings screen lets you find out more about your version of Skype. This section includes all of the terms of use and suchlike and also displays which version of the app you are using.

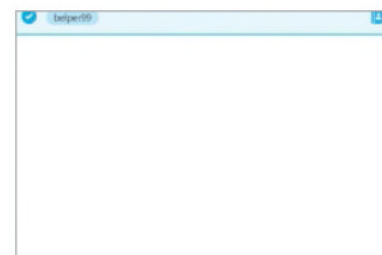
8: Send messages



1: Tap the bubble
Skype is great for sending text messages. From the main screen, tap on the speech bubble at the top.



2: Enter a name
Type a name into the top field and matches from your contacts will appear and can be selected by tapping them.



3: Enter message
With your recipient(s) chosen, tap on the main text field to start entering your message. You can also add emoticons.

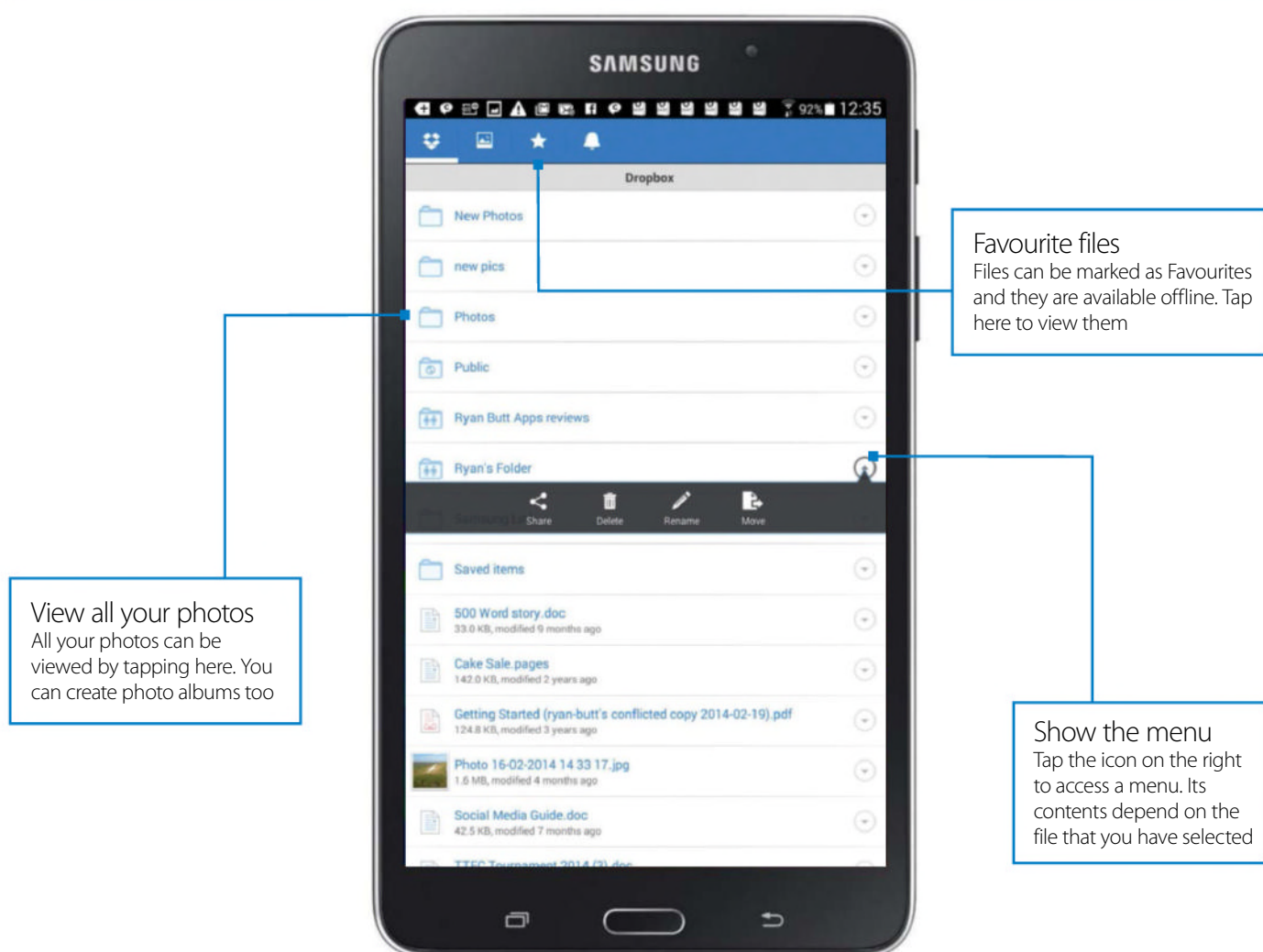


4: Send message
When you have finished composing your message tap on the blue arrow button next to the text field to end it



Dropbox

Store photos, videos and other files online and share them with friends and other apps



Dropbox is an essential app for tablet devices and this is reflected in the fact that Samsung has bundled it with some models. However, it is available for everyone to use and it's free in the Play Store. What's more, it can be installed on your phones and computers too, opening up possibilities for file storage, transfer and syncing.

When you sign up to the Dropbox service, you are given 2GB of online storage space free

of charge in which to store whatever files you like. The Dropbox app can be installed on as many phones, tablets and computers as you want for free and they all have access to the same online storage.

The most obvious use for Dropbox, and one which the app prompts you to enable, is for storing the photographs taken on your tablet. Every time you take a photo, Dropbox automatically uploads it to your online storage

in the background without you having to do anything. All your photos are stored safely and securely online and no-one but you can view them (Fig 1).

Dropbox is not just for backing up photographs and it is general storage that can be used for any purpose. If you receive a lot of emails with attachments such as large files, you can save the attachment and this saves it to the Downloads folder on the device.



Fig 1: Photos stored on Dropbox are viewed by tapping them

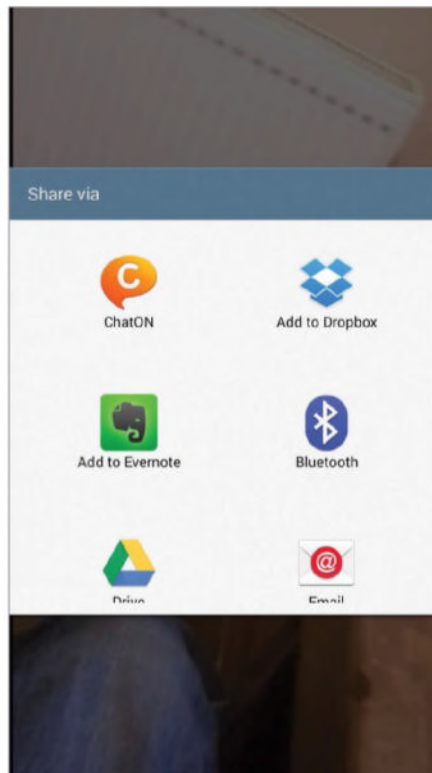


Fig 2: There are many different options for file sharing

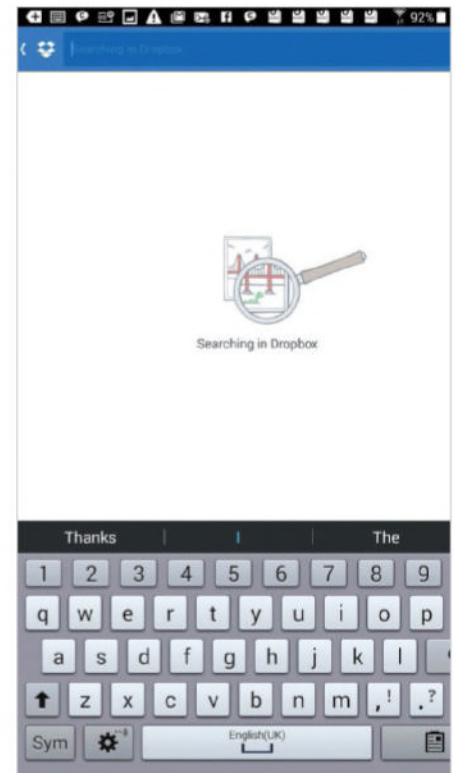


Fig 3: Tap the Menu button and select Search to find files

PDFs, images, documents, zips and other attachments can all be saved. You can then fire up Dropbox and upload everything in the Downloads folder to your online storage. There is no longer any need to keep a copy of the files on the device and this means that they are not consuming valuable storage space. With your downloads stored online, there is more space left on your Galaxy for

“There is no longer any need to keep a copy of the files on the device”

installing apps, adding music and so on. Having plenty of free space on the tablet helps it to run more smoothly and prevents it from slowing down over time, which is a common problem as the device ages.

Dropbox provides secure online storage for your files that only you can access, but you have the option to share files with others if you want to (Fig 2). There are several ways to do this and in one of the tutorials we show how to share a photo that has been automatically uploaded to Dropbox. You can also get a link to a file and share it with friends, such as via email, and it enables them to access the file.

This feature can be used when you want to email people large files.

As you add files to your online storage, it can become difficult to find a photo, document or other item. There are a couple of ways to combat this and one is to create folders to organise your files. Press the Menu button and there is an option to create a folder. When files on the device are to be uploaded,

you can select the folder to use first, then they are stored in a place where you can easily find them when you need them again. There is also a search facility (Fig 3) and this enables you to enter a full or partial name and then show all the matching files in Dropbox, wherever they are stored.

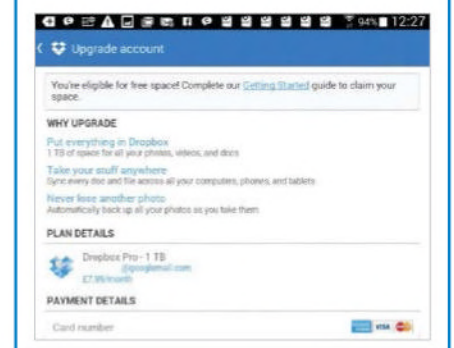
The app even has a built-in text editor. Press the Menu button and choose the option to create a text file. An editor opens and you can type in or paste text and then store it online. Tapping a text file on Dropbox opens it for viewing and editing, which is really useful for taking notes.

Upgrade account

Get more online storage

Dropbox provides 2GB of online storage space for free and if you shoot a lot of photos and videos, it doesn't take long for all the space to be used up. Upgrade to the Pro plan if you need more space.

This provides a massive 100GB of online storage and is sufficient for around 20,000 photos. It should keep you happily taking snaps for some time to come. Go to the Menu button and select 'Upgrade account' to start the process.

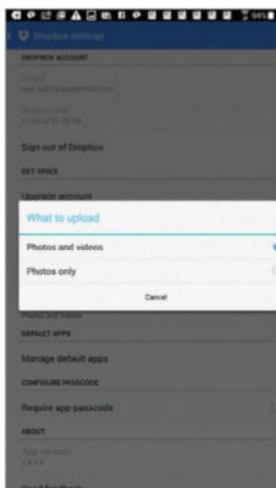
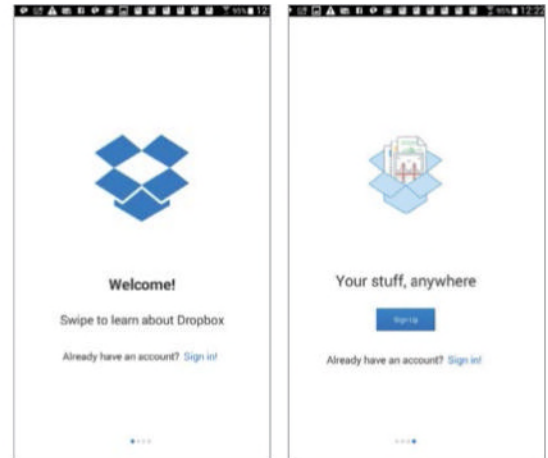


Store files online and share them

1: Sign up to Dropbox

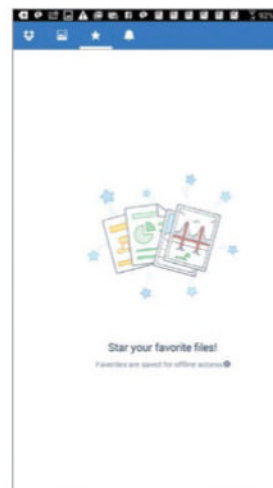
When Dropbox is first started, there is a series of introductory screens that show you a little of what the app can do. If you already have a Dropbox account and are familiar with its use, you can tap the 'Sign in' link and start using it straight away. If you are new to Dropbox, though, swipe left to move through the screens and when you reach the last one, there is an option to sign up for the service. This simply involves entering the usual details, such as your email address and thinking of a secure password for your account. Don't forget the latter or you won't be able to access your files if you sign out or try to access Dropbox from elsewhere, such as a computer. Once you have signed in, you can start the tutorials.

"Don't forget the password or you won't be able to access your files"



2: Use Camera Upload

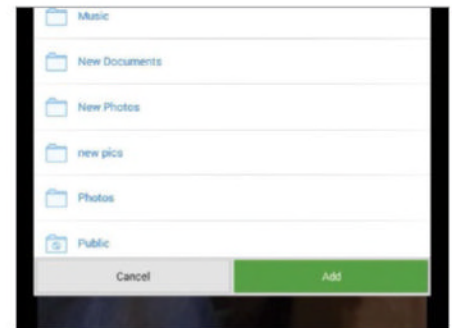
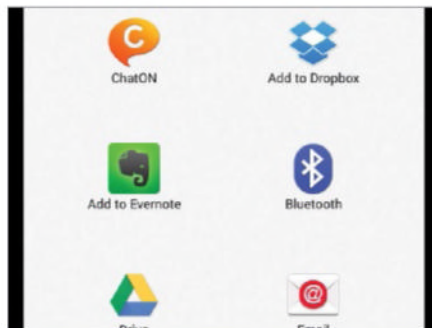
One of the newest features of Dropbox is Camera Upload, which automatically uploads any pictures that you take on your Galaxy Tab to your account. You will be given the option to activate this when signing up/in, but if you wish to activate it later then you can do so by going to Settings and then tapping on the 'What to upload' to determine whether just photos or photos and videos are uploaded to your account.



3: Save files as favourites

While in Dropbox, you should notice a row of icons at the top of the interface, one of which is a star icon. If you tap on an arrow next to a file and then choose the Favourite icon, the file will not only be marked as a favourite (which you will be able to access easily by tapping on the star icon at the top of the interface), it will be downloaded to your device so that you can access the file in question even if you don't have an internet connection. This handy feature ensures your essential files are always close at hand.

4: Share to Dropbox from the Gallery



1: Open Gallery

Start the Gallery app, tap an album to open it and then tap one of the photos to view it.

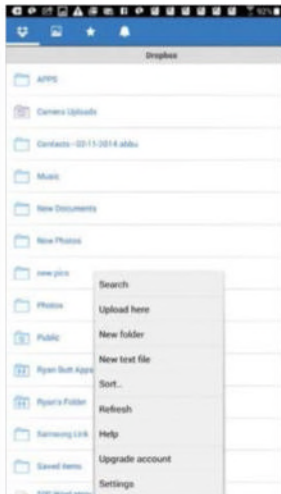
2: Choose an option

Tap the Share icon at the top to see the various sharing options. Tap 'Add to Dropbox'.

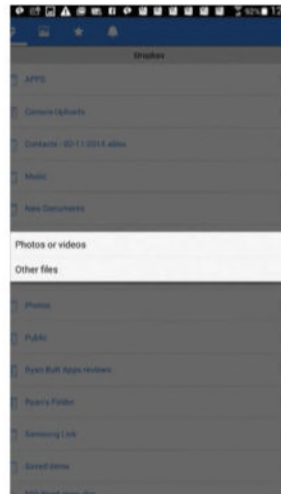
3: Add the image

The Dropbox contents are displayed and you can select a folder to upload to and tap Add.

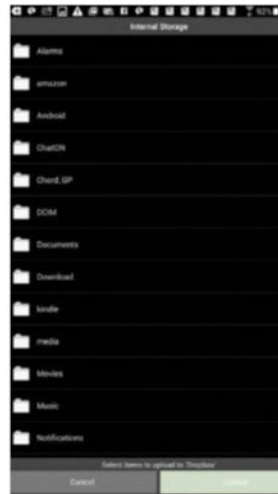
5: Upload and share files



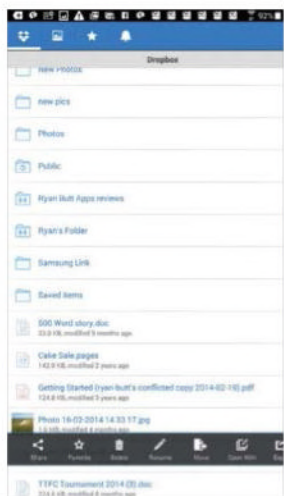
1: Select the folder
Tap the Menu button to see an option named 'Upload here'. Before using it, though, you might want to select a folder to upload it to. Whichever folder is open is where the uploaded file will be stored.



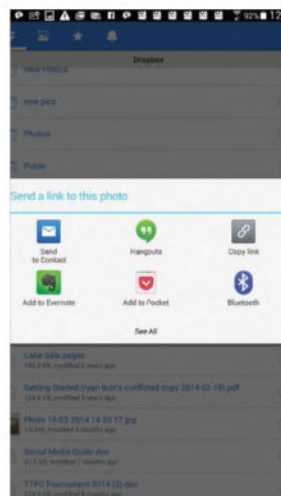
2: Select an option
Dropbox can upload photos and videos, or other files such as documents. We have seen in another tutorial how to upload photos, so let's choose the 'Other files' option. This can upload any type of file on the tablet.



3: Select a file
You can browse the folders and files on your device and you might even have files in the Download folder; email attachments are typically saved here. Tick one or more chosen files and then select the Upload button.



4: Share uploaded files
Files uploaded to Dropbox can be shared with anyone you choose. Tap the arrow to the right of any file and the first item in the pop-up toolbar is Share. Tap it to share the selected file and bring up some sharing options.

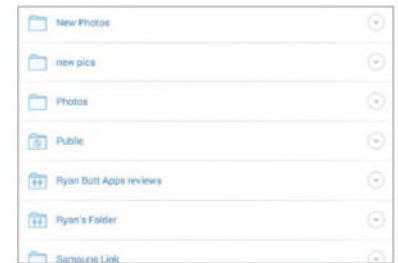


5: Sharing options
A few sharing options are displayed and these will depend on what apps you have installed on your device. If you cannot see the option you want, press See All to show the full list of sharing options available.

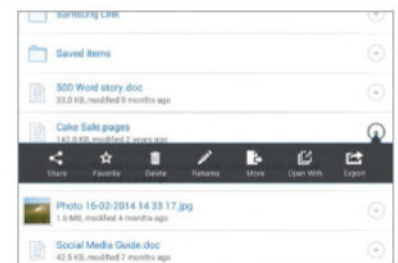


6: Share to Facebook
Files can be emailed, added to other apps, sent to contacts and more. If you have Facebook installed, you can share your photos online and this is a useful feature. Type in a message to accompany it.

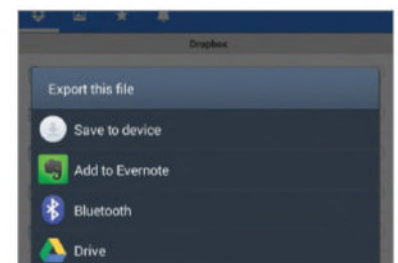
6: Export files from Dropbox



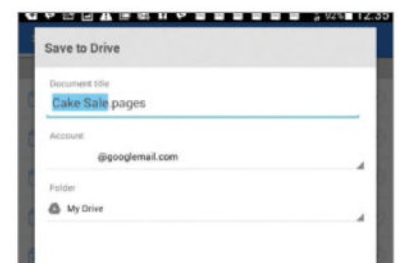
1: Show the menu
At the right side of each file in Dropbox is an arrow button. Tap it.



2: Go to Export
A row of options and tools will be displayed, select the Export option.



3: Select the destination
Where do you want to export the file to? We will choose Google Drive.



4: Export it
What happens next depends on the export destination. Tap OK to finish.



Google Docs

Discover how Google's mobile office can keep your productivity flourishing

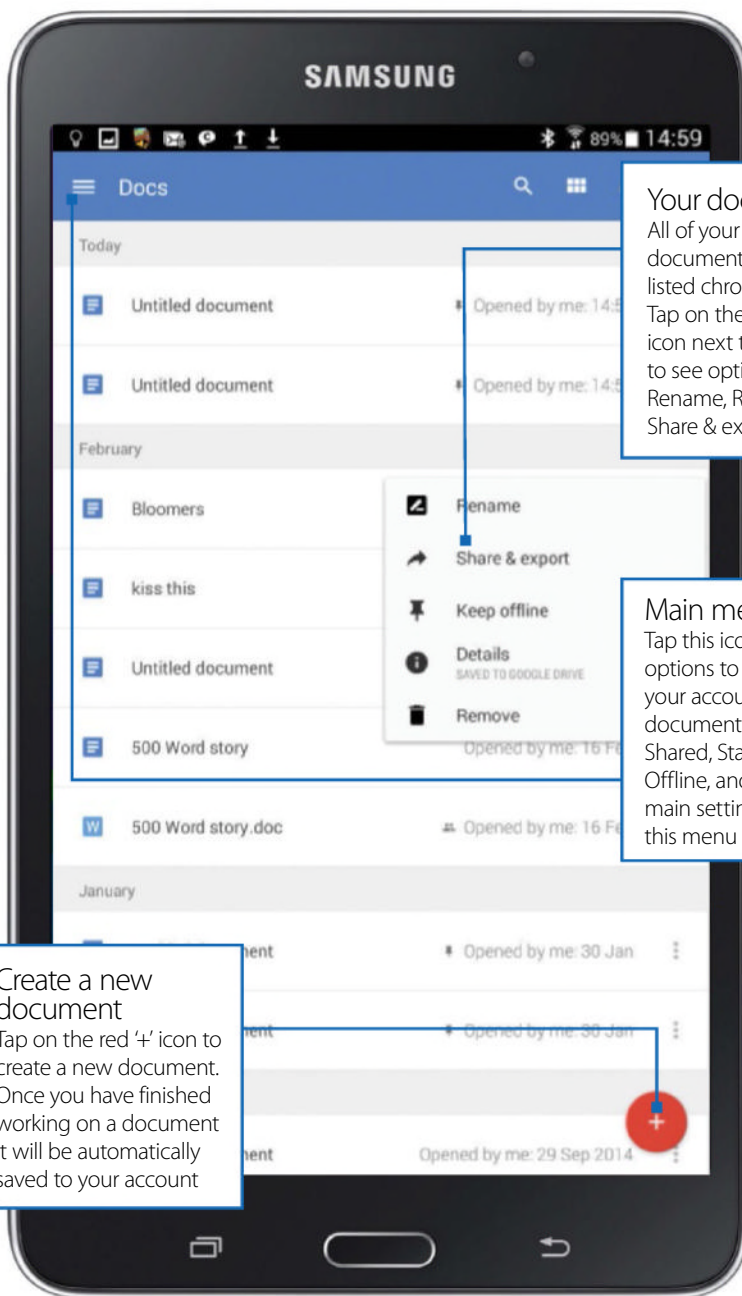
Google Docs is a versatile and highly useful app. Constituting the Android equivalent to Microsoft Office's leading document-creating software, Microsoft Word, it makes sense that the app is as intuitive and user-friendly as the well-loved staple. What's so great about Google Docs, however, is that it lets you take your office with you anywhere and keep your productivity levels up – even if you don't have an internet connection. So if you tend to work on the road, or even if you remember a crucial document you need to have tweaked for first thing tomorrow, there is no need to fret! By linking this free app to your Google Drive account, you will not only be able to access and work on documents that you have created and stored in your drive, you can also create fresh new documents on the fly. You are then able to format your documents, embellish with pictures and tables, and even make them Word-compatible.

Your docs, your rules

Any documents you create or edit through the app will be synced to your Google account so that all of your changes are reflected across all of your devices. This means you can also share your documents with other people, perhaps your teammates at the office, allowing you to all collaborate together – even if you aren't in the same place.

You have full freedom to add the email addresses of the people you would like to share the documents with and then determine their privileges on the document (such as bestowing full editing privileges or restricting them to read only). All of the changes made by everyone working on the document will be instantly synced so that everyone is on the same page, figuratively speaking.

All of your documents can also be saved as Word files, either as one-offs or by default every time you create a new document. To do this, simply go to Settings and tick the 'Create Word files' box. It's an incredibly easy app to use, so read on to find out how Google Docs can enhance your productivity.



Your documents
All of your saved documents will be listed chronologically. Tap on the three-dot icon next to a doc to see options to Rename, Remove or Share & export

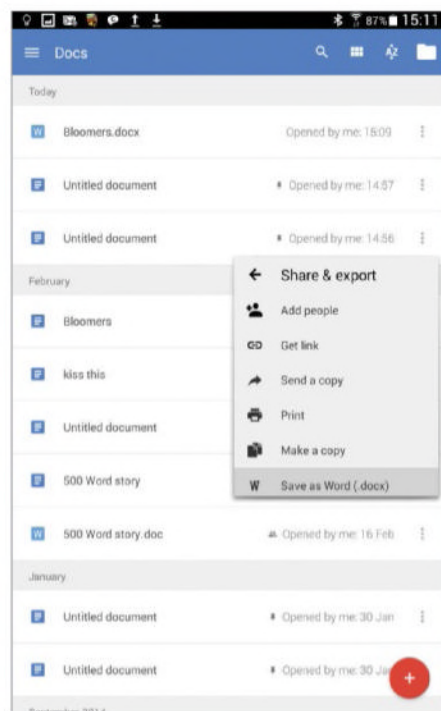
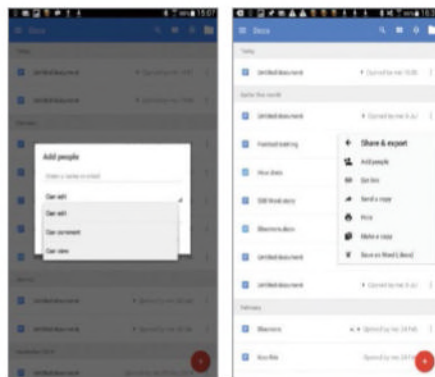
Main menu
Tap this icon to view options to manage your account. Filter documents by Recent, Shared, Starred and Offline, and access the main settings from this menu

Create a new document
Tap on the red '+' icon to create a new document. Once you have finished working on a document it will be automatically saved to your account

Work on documents on the go

1: Share your documents

If you wish to share any of your documents with other people so they can contribute with editing suggestions, you have two options. Either press and hold on the document or tap the three-dot icon next to it to choose the 'Share & export' option. By then tapping the 'Add people' option, you will be able to enter the email addresses of people you wish to share the document with, as well as determine whether they can edit, comment or simply view the document.

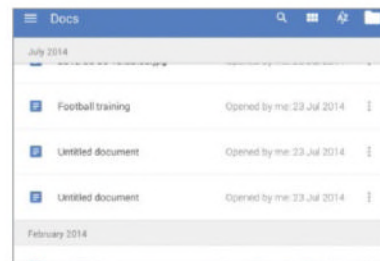


2: Save your documents for Word

If you want to make your documents Word-compatible, either press and hold on the document or tap the three-dot icon next to it and choose the 'Share & export' option. In the next menu of options you will see one at the bottom called 'Save as Word (.docx)'. Tap this to convert the file type. If you use these types of documents often then you may wish to turn on the automatic creation of your documents in Word format when you press the '+' button in Settings.

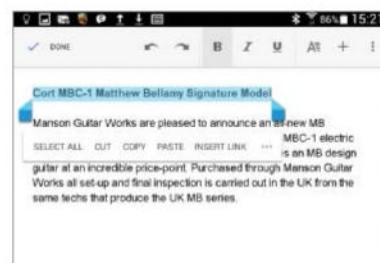
"You may wish to turn on the automatic creation of your documents in Word format"

4: Create and format new documents



1: Create a document

Tap on the red '+' icon and a new blank document will be created.



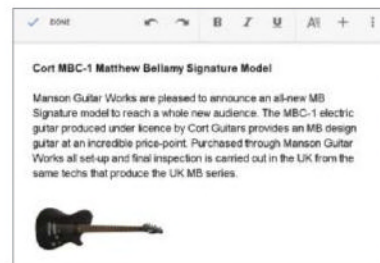
2: Format text

Highlight text and use the Bold, Italicise or Underline buttons at the top.



3: Add images

Tap the '+' icon to add links or images straight from your phone.

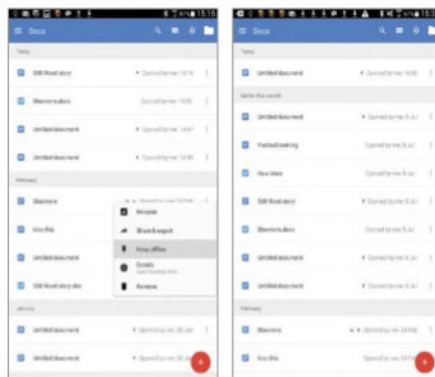


4: Save your document

Tap 'Done' to save to your drive and add to your existing library.

3: Edit your docs offline

If you are working remotely from the office and don't have a stable internet connection, then you can keep your documents offline and continue to work on them. To do this, either press and hold on the document or tap the three-dot icon next to it and choose the 'Keep offline' option. After a couple of seconds a small pin icon will become visible next to the document to show that it is available offline. Any changes will be synced to your account when a network link is re-established.





Google Sheets

Learn how Google's flexible spreadsheet app is designed for the modern worker

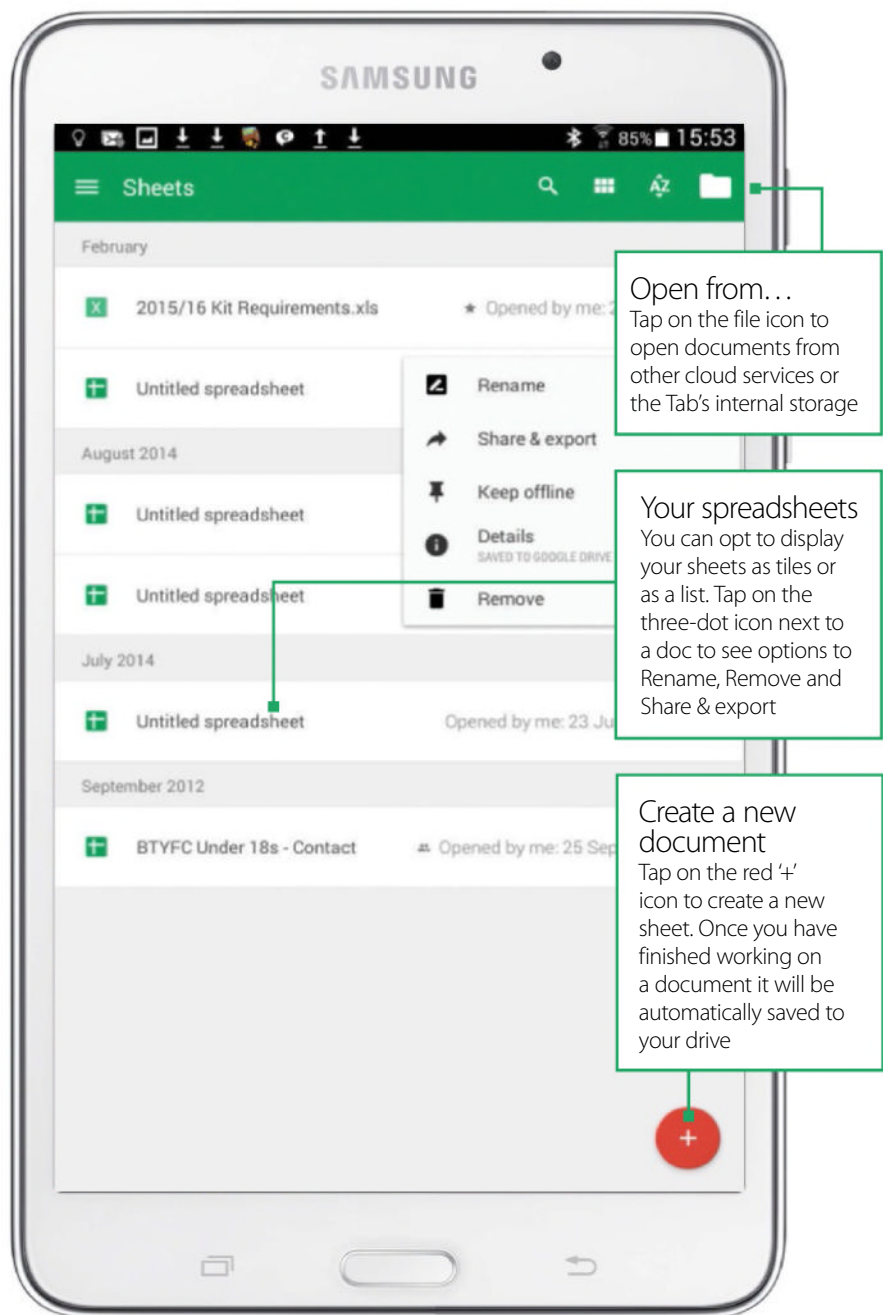
Google Sheets is a highly efficient app for catering to all of your spreadsheet needs. Obviously it allows you to create new sheets from scratch (either in the standard Google Sheets format or Excel), populate them with whatever information you want and present them however you like, thanks to a vast array of formatting options. But it's what the app does behind the scenes that makes it extra essential.

Share, collaborate and work anywhere

Much like Google Docs, any documents you create or edit in Google Sheets have the advantage of being synced directly to your Google Drive account so that you can access and edit your spreadsheets wherever you are. This means that any changes you make to a spreadsheet will be reflected across all of your devices, so you don't have multiple versions to keep track of.

As an extension of this capability, you can also share your sheets with other people to allow multiple individuals to contribute to spreadsheets, no matter where they are. So if you are away on holiday and have urgent amendments to make, it is no hassle to do. You have full freedom to add the email addresses of the people you would like to share the sheets with and then determine exactly what they can do with the files – such as allowing full editing privileges, reviewing the documents and adding their own comments or simply viewing only. All changes made by different participants will be instantly synced so that everyone can see the most recent edits and work from the same version.

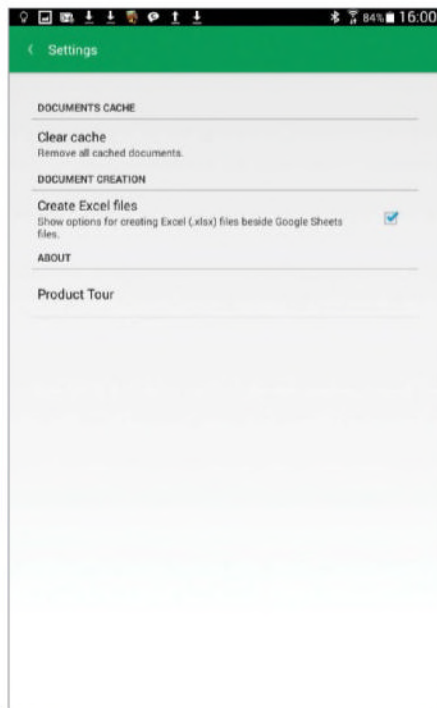
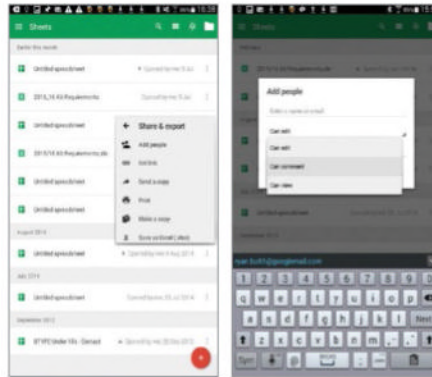
The documents that you're working on can also be saved locally to the device so that you can continue being productive even if you don't have an internet connection. You can also share a copy of a sheet directly from the app using a wide array of options. As you will soon discover, Google Sheets is completely flexible and designed to make your working life easier.



Work on sheets on the move

1: Collaborate with others

If you wish to share any of your spreadsheets with other people, either press and hold on the sheet or tap the three-dot icon next to it and choose the 'Share & export' option. By then tapping the 'Add people' option you will be able to enter the email addresses of all the people you wish to share the sheet with. You can also determine in this section whether they have the authority to edit, comment or just view the spreadsheet.



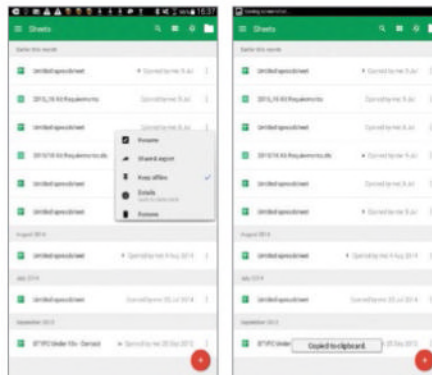
2: Save your documents for Excel

If you want to make your spreadsheets Excel compatible, either press and hold on the sheet or tap the three-dot icon next to it and choose the 'Share & export' option. In the next menu of options you will see one at the bottom called 'Save as Excel (xlsx)'. Tap here to begin converting the file type. If you use these types of documents often you can opt to automatically create future spreadsheets in an Excel-compatible format. To do this, go to Settings (from the main menu) and enable the 'Create Excel files' option to always create them in this format.

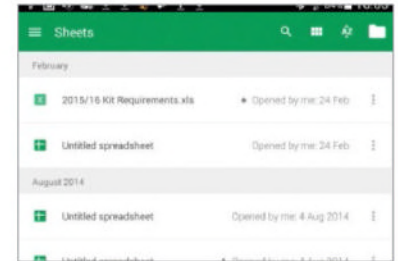
"Enable the 'Create Excel files' option in Settings to save new sheets in this format"

3: Work on your spreadsheets offline

If you want to work on a spreadsheet but you know that you won't have an internet connection, either press and hold on the sheet or tap the three-dot icon next to it and choose the 'Keep offline' option. A small pin icon will then appear next to the document and it will be saved locally on your device for you to work on. When a network connection is re-established, any changes will be synced to your drive.

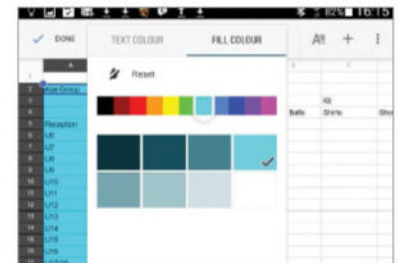


4: Create new spreadsheets



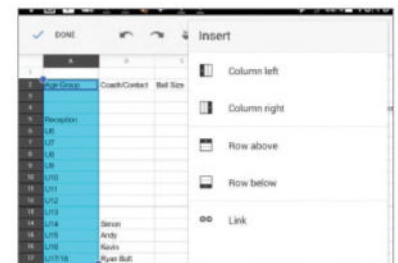
1: Create a document

Tap on the red '+' icon and a new, blank spreadsheet will be created.



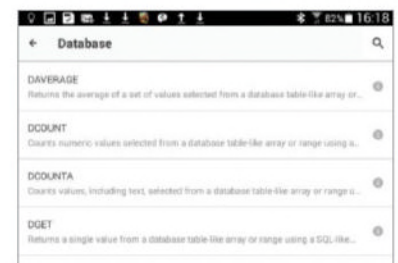
2: Populate the cells

Enter your data into the cells and use the in-app formatting tools.



3: Add columns and rows

Tap the '+' icon to add in extra columns, rows or even a link to your spreadsheet.



4: Insert functions

Apply a specific function to a cell or column using the 'FX' icon.



Google Slides

Build presentations and share your vision using Google's own slideshow app

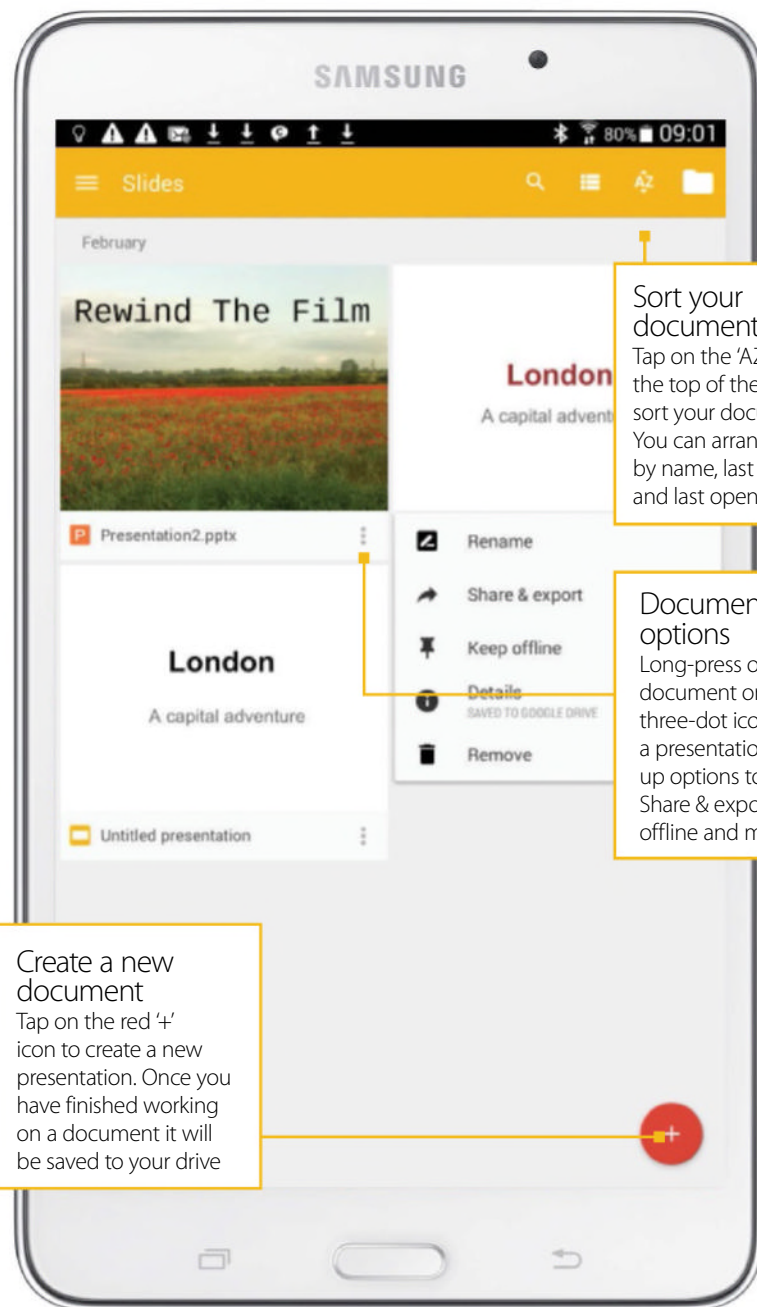
If you need to get a point across in a visually captivating way, a PowerPoint presentation is most definitely the way to go. Enabling you to piece together a sequence of slides by which to convey your message, it has been the staple of work presentations for a very long time. But if you don't have access to Microsoft's flagship software, don't fret because Google Slides is most definitely the next best thing. Free to download and use, this app allows you to create dazzling new presentations from scratch, open up and edit existing PowerPoint presentations and keep everything neatly organised in a cloud-based drive that's accessible anywhere.

Realising your vision

The Google Slides app works in an identical way to the other file creation apps mentioned in the previous pages – Google Docs and Google Sheets. You link the app to your Google Drive account and create, edit and share documents through the app – you can even edit while offline.

If you are working on a project with other people, such as work colleagues, you can grant them access to your document online so that they can make their own suggestions and edits. Any tweaks made will automatically be updated and reflected in your document, as well as theirs, so long as they have the privileges set up to allow it. Then, if you want to continue working on the document while you're away from the office, you can download your Google Slides documents to your local storage to continue working on them long after you have disconnected from an internet connection.

Then there are the actual presentations you can create. The simple interface conceals a wide range of options to help you realise your vision for your slideshow. You can even use templates to help you nail the basic arrangement before populating the slides with your own images, tables, eye-catching shapes and more. It has never been easier to get your message across.



Sort your documents

Tap on the 'AZ' icon at the top of the screen to sort your documents. You can arrange them by name, last modified and last opened

Document options

Long-press on a document or tap the three-dot icon next to a presentation to bring up options to Rename, Share & export, Keep offline and more

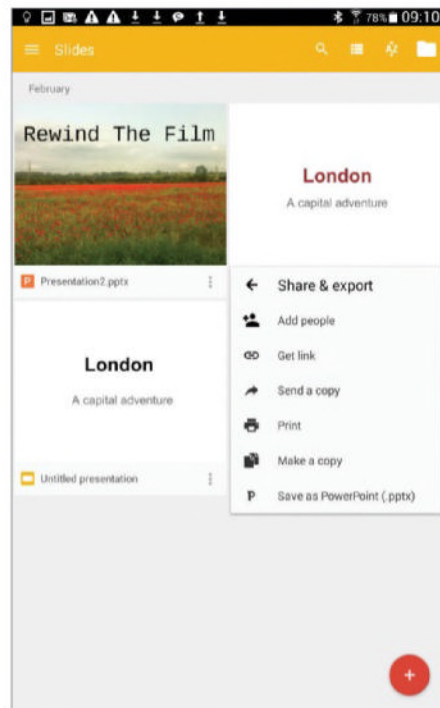
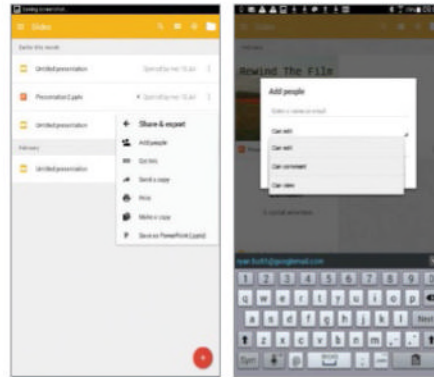
Create a new document

Tap on the red '+' icon to create a new presentation. Once you have finished working on a document it will be saved to your drive

Get presentations in shape

1: Collaborate with others

If you want to share any of your presentations with other people so that they can make a contribution, either press and hold on the document or tap the three-dot icon next to it and choose the 'Share & export' option. By then tapping the 'Add people' option you will be able to enter the email addresses of those you wish to share your slides with. You can also determine whether they can edit, comment or just view the presentation.



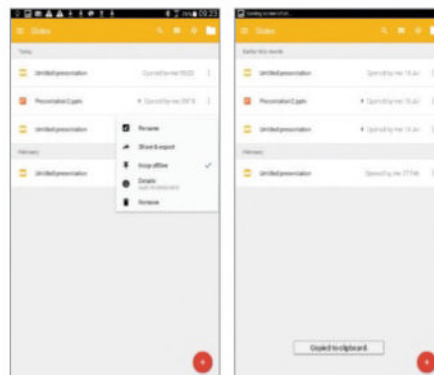
2: Save your documents for PowerPoint

Press and hold on the document or tap the three-dot icon and choose the 'Share & export' option. In the next menu of options you will see one at the bottom called 'Save as PowerPoint (.pptx)' – select this. If you use these types of documents often, go to Settings (from the main menu) and enable the 'Create PowerPoint files' option to create them in this format.

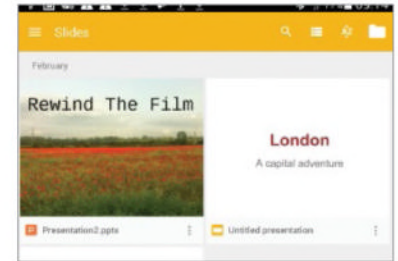
“Go to Settings (from the main menu) and enable the 'Create PowerPoint files' option to create them in this format”

3: Work on your presentations offline

If you want to work on a presentation but you know that you won't have an internet connection, either press and hold on the sheet or tap the three-dot icon next to it and choose the 'Keep offline' option. A small pin icon will then appear next to the document and it will be saved locally on your device for you to work on. When a network connection is re-established, any changes will be automatically synced to your drive.

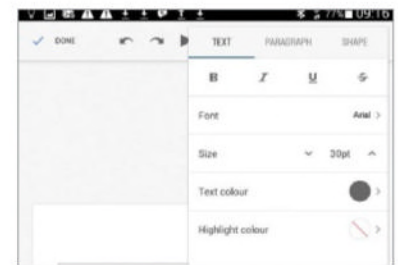


4: Create new presentations



1: Create a document

From the main screen, tap on the red '+' icon and a blank file will be created.



2: Populate the slides

Double-tap on the existing text boxes to add your own words and format text.



3: Add items

Tap the '+' icon to add in extra text boxes, images, shapes, lines or tables.

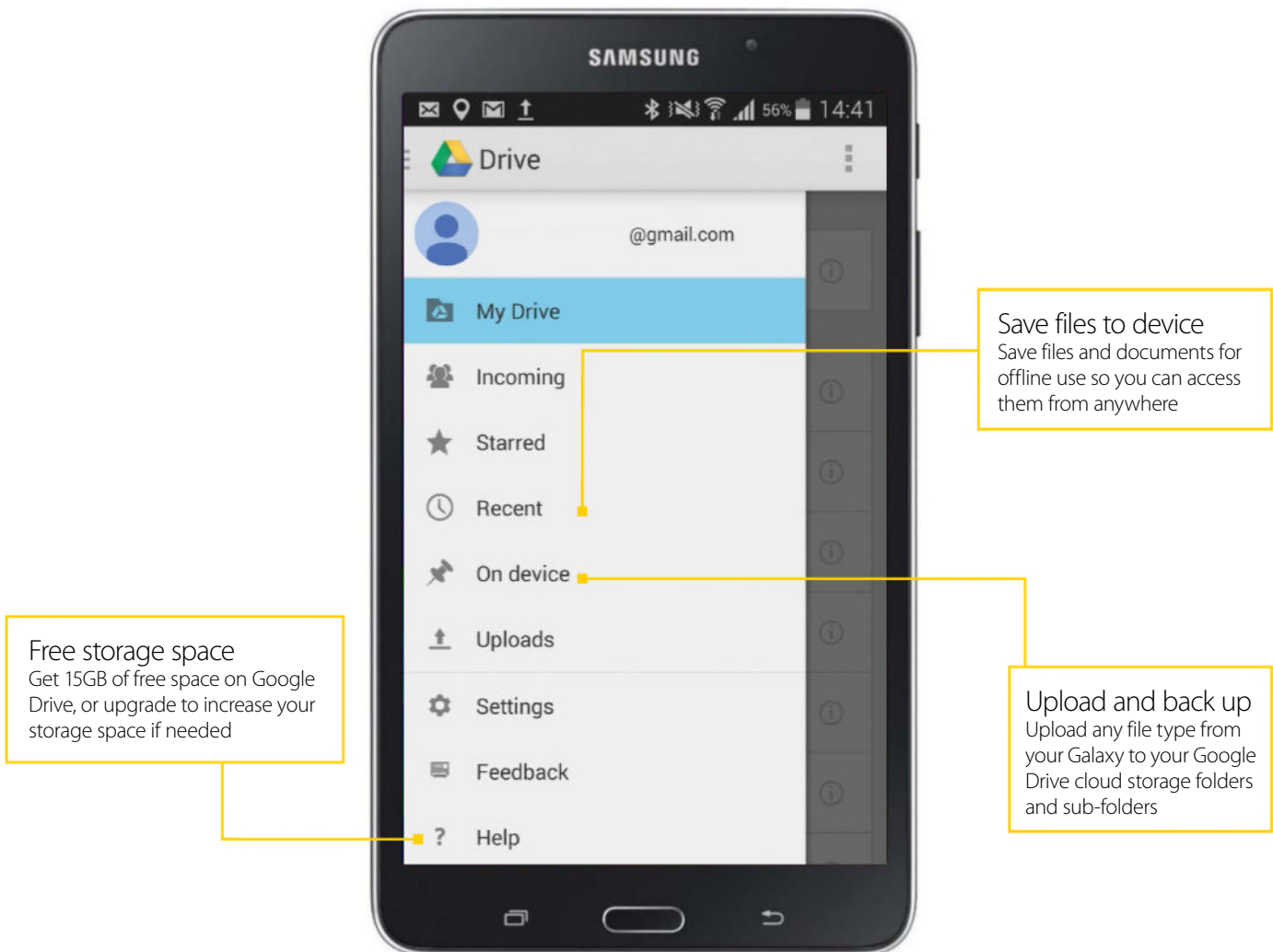


4: Play your slideshow

Once done, tap the Play button to view your presentation.

Google Drive

Create documents, spreadsheets and presentations and store files in the cloud in Google Drive



Google Drive can completely change the way you work with files and documents on your Samsung Galaxy. With the Google Drive app, you have access to all of your computer-stored files from your Galaxy. Google Drive is a cloud storage system that you can upload up to 15GB of data to for free. Once uploaded, that data can be accessed from any device that can log into Google Drive. You can then preview, download and

even edit the files on your Galaxy using several separate free Google apps.

By connecting you to your files stored in the cloud, you don't need to worry about eating up your Galaxy's internal storage – instead you can just pick and choose which files you want to download when you need them. Due to the fact that Google Drive stores files in the cloud, you won't be able to access all of your files when your Galaxy is offline. To make a

file available offline, tap on the 'i' icon next to its name, then tap 'Keep on device'. This will download and save the file to your Galaxy's local storage.

Although in previous versions of Google Drive you could create files such as text documents, spreadsheets and presentations in the app, recent updates have seen these services migrate to three separate apps: Google Docs, Sheets (Fig 1) and Slides – all

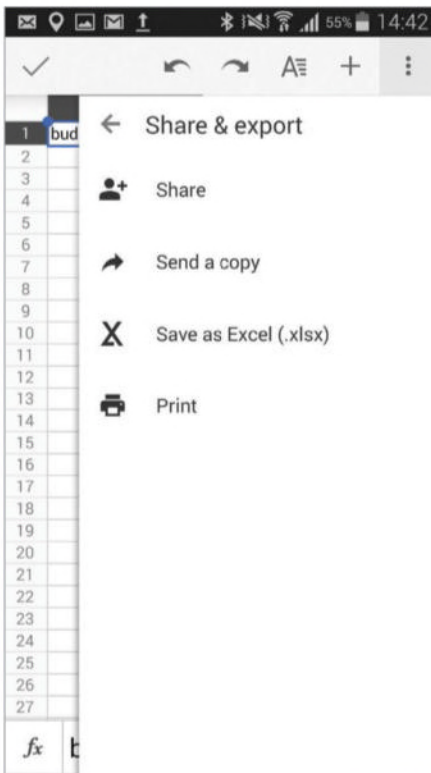


Fig 1: Edit files in the Docs, Sheets and Slides apps

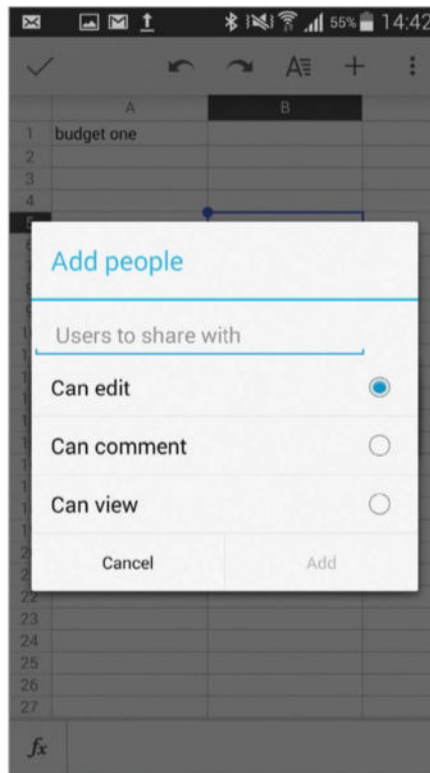


Fig 2: Allow other users to view, comment on and edit your files

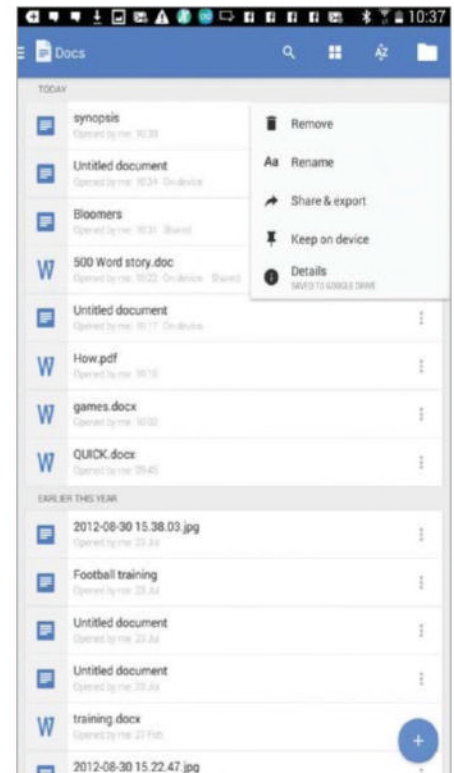


Fig 3: You have the option to export files in a variety of formats

three can be downloaded for free from the Play Store. Once a document has been created, you can invite your contacts to collaborate with you on it. Collaboration allows for multiple people to edit a document at the same time. You can even watch in live view as someone modifies a document. In a Google document, tap on the speech bubble icon to add notes to the doc, which can then be

software like Microsoft Excel. You can create basic spreadsheets as well as add equations and functions. Presentations in Google Drive (via the Slides app) also work in a similar way to Microsoft PowerPoint. Graphics, images and animations can be added to a presentation. You can even connect your Galaxy to a screen wirelessly and then display your presentation straight off your device, using your Galaxy to

"Google docs, sheets and slides can be exported in a variety of formats"

viewed by the other participants. Participants can then comment on the note and make the necessary changes to the document. Amendments are always recorded in a Google document, so you can easily return to a previous version of the doc at any time. Tap on the 'i' icon next to a document and scroll down to the General Info subheading to view all document activity. When collaborating, you can also decide how much control someone has over it (Fig 2): whether you want them to be able to edit or just view a doc is up to you.

Spreadsheets in Google Drive (via the Sheets app) functions in a similar way to

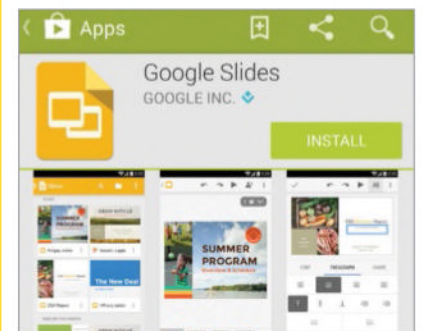
control the presentation and to provide you with speaker notes.

Google docs, sheets and slide presentations can be exported in a variety of formats (Fig 3), making them viewable and editable in other apps. With a document open, tap the three-dots icon, then tap 'Share & export'. Here you can either share the actual document with someone or make a copy of it for them to view and edit. Google Drive and its sister apps, Docs, Sheets and Slides, let you run a fully functioning office suite from your Galaxy, as well as upload, store and access gigabytes worth of files in a instant.

Get the new editing apps

Docs, Sheets and Slides

The most recent update to Google Drive saw the editing functions moved to three separate apps – for documents, spreadsheets and presentations. To edit files in Google Drive, you will need to have these apps installed on your Galaxy. When you open a document, sheet or presentation in Google Drive, the appropriate app will be opened.

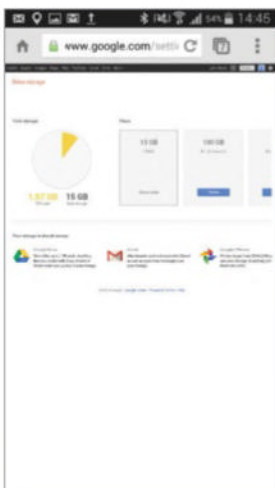
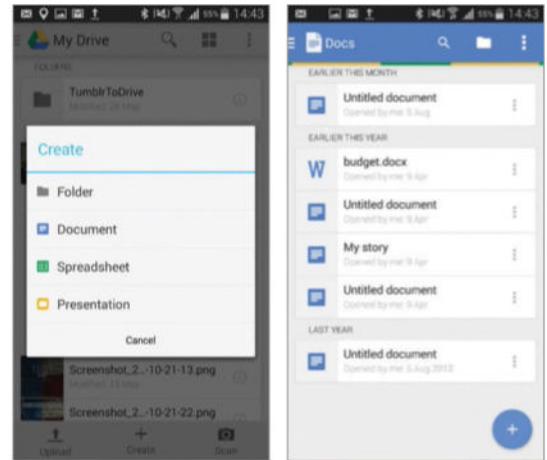


An entire office suite on your Galaxy

1: Create and upload a document

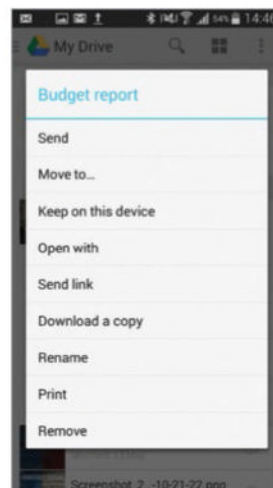
Ensure that you have the Google Docs, Sheets and Slides apps installed and then, from the My Drive window in Google Drive, tap on Create in the bottom toolbar. A pop-up window provides options to create a new folder, document, spreadsheet or presentation. Tap Document. The new document will be opened in the Docs app. Tap the Back button to view the Docs app home page. Tap the three-dots icon next to your newly created document, then tap Rename to title the doc. Once you have created a doc, it will be uploaded straight to your Google Drive cloud storage, as long as you have a data or Wi-Fi connection. By default, any docs created on your Galaxy will be kept on the device, but you can uncheck this option to store them only in your Drive.

“Once you have created a new doc, it will be uploaded straight to your Drive”



2: Buy more Drive storage space

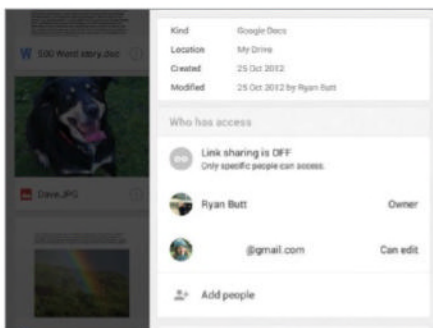
It doesn't take long to run out of storage space on Google Drive depending on what you store in the cloud. To go beyond your 15GB capacity, tap on the top-left icon in Drive. At the bottom of the menu, tap on your storage capacity. Chrome will open a webpage for you to buy more space. Tap Choose on a storage option. If you have a payment method already set up, you can pay with that, or tap 'Add new payment method' to add a card or PayPal account. Tap Buy to upgrade your Drive account.



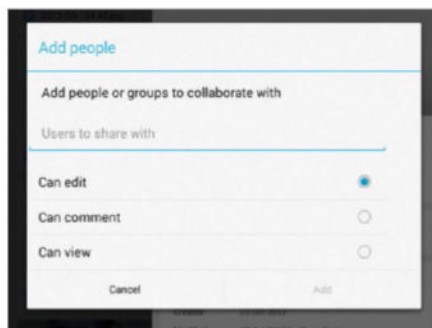
3: Manage your Google Drive files

Files and folders in Google Drive can be organised however you like. In the My Drive screen, tap the Create, followed by Folder. Title the folder, and then tap OK. Return to the My Drive home page, then press and hold on a file to reveal a menu. Tap 'Move to...' and select your newly created folder, then tap Move. Tap the 'i' icon next to a file name, then tap the star icon to favourite the file. From this menu you can also share and download the file and make it available for offline use.

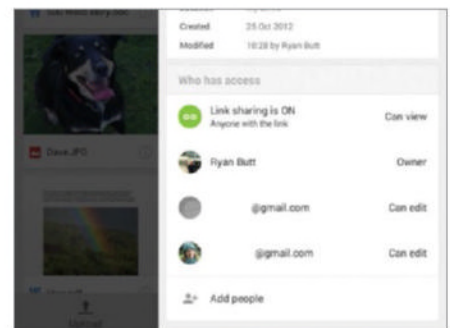
4: Share and collaborate on documents



1: Drive document sharing options
Tap the 'i' icon next to a doc you want to share. Go to the 'Who has access' subheading.



2: Add people to a Drive document
Type in a contact you want to share with and select their level of permission, then tap Add.

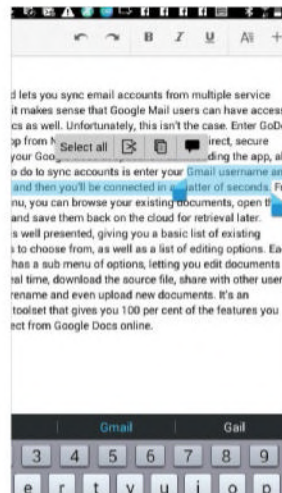


3: Share a document via a link
Tap the 'Link sharing' option to turn it on. Now you can share the doc with people via a link.

5: Format your documents



1: Google Docs tools
Open a document in the Google Docs app and tap the 'A' icon to display your formatting options. Formatting is broken up between Font, Paragraph and Table. Tap on a subheading to access its tools.



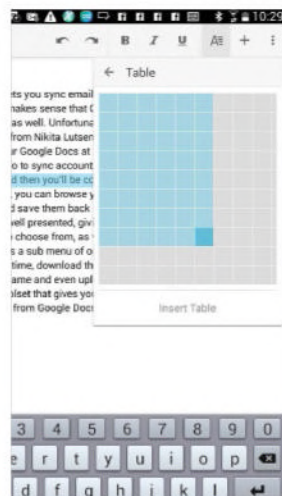
2: Select text
Press and hold on a piece of text to make a selection. Use the tabs to move the selection points or tap 'Select all' to select all of the text. Now any formatting you perform will affect this section of text.



3: Format text
Use the Font tools to change the highlighted text's font, size and colour. Then use the Paragraph tools to arrange the text's positioning in the document or to add bullet points and numbering to a section of text.



4: Font availability
Google Docs gives you a choice of eight different font types. This is limited compared to most other word-processing software, but ensures that the font is compatible regardless of the device being used.

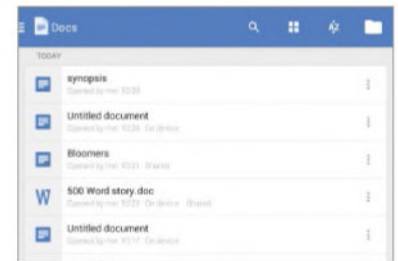


5: Create tables
Tap on Table from the 'A' formatting menu, then tap Insert Table. Select a quantity of rows and columns, then tap Insert Table. The table will be placed into the document. Tap on a box to select it and add text to it or format it.

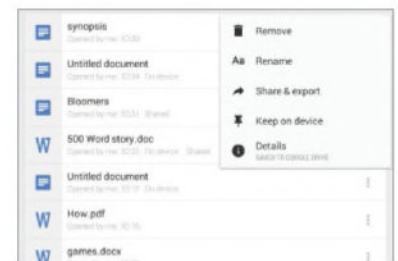


6: Modify tables
Tap on a table in order to modify it. Tap on the blue arrows to select an entire row or column. Tap on the various '+' icons to add rows or columns, or use the formatting menu to remove them.

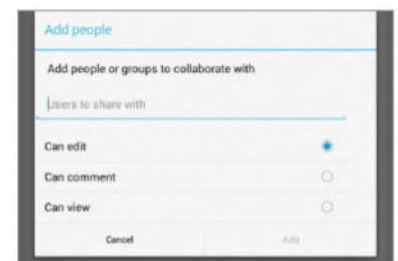
6: Share and export from Google Docs



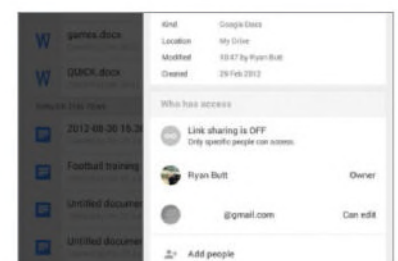
1: Tap menu icon
When you have created a file in Docs, tap the three-dots icon next to its name.



2: Choose Share & export
Choose 'Share & export', then tap on the Share option from the menu.



3: Add people
You can now add names of people to share with and set the privileges.



4: Complete the task
You can now share and collaborate as you would through Google Drive.

Google Now

Use Google Now to keep abreast of the latest news and events, and to search the web

Google Now is two tools in one and it is a way to access Google search, and also a way of discovering information that is useful to you. It is built into recent versions of Android and to access it on a Galaxy, you long-press the home button and then tap the 'g' (Google) icon at the bottom of the screen.

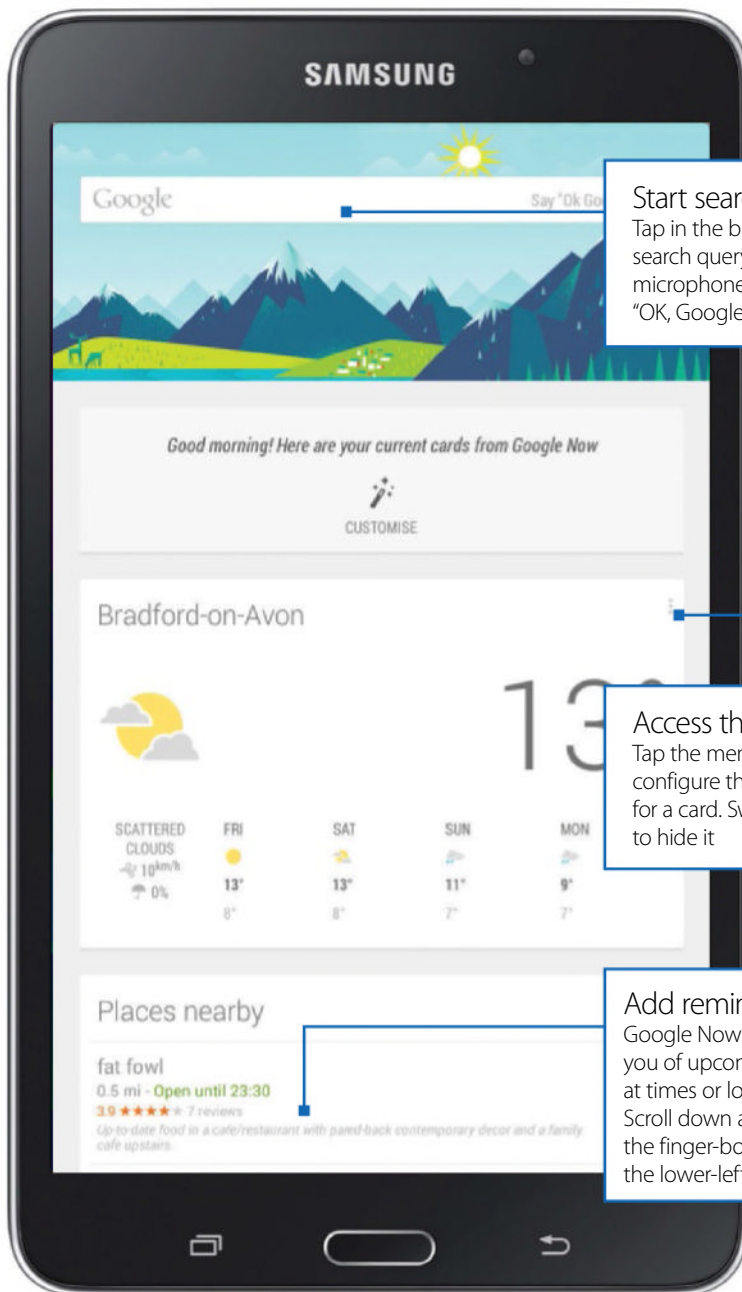
Using the search facility is very similar to searching on the Google website. You can tap in the Google Now search box and type in a word or phrase to find. You can also speak your search queries since voice recognition is built in. This is great for people who find it awkward to deal with the on-screen keyboard and you can just say what you want.

The most exciting aspect of Google Now is the information cards that are displayed below the search box. They can contain a variety of different types of information and it might at first seem a bit barren and uninteresting. As you continue to use Google Now, it will suggest cards you might like, such as updates for websites you frequently visit, news stories, weather forecasts and so on. You can choose whether you want to see a particular category of card and if you don't want it, just swipe it away and it will disappear for a while.

Using the location services of your phone, Google Now will recognise where you work and places you frequently visit. It will then ask you whether you would like travel and traffic information to those places. You might not see this suggestion straight away on a new phone, so persevere: it can take a while for Google Now to work out the places you like to visit.

It is possible to add certain cards to Google Now using the wizard button at the bottom. For example, you can follow your favourite sports teams and cards are displayed that show the latest news or match reports. It can even show live scores during play, which is a fantastic addition.

The app is aware of your location and it can show nearby attractions, so try it when you are out. It can show currency conversion information, the time at home if you are in a different time zone, and more.



Start searching

Tap in the box to type a search query. Or tap the microphone icon or say "OK, Google"

Access the menu

Tap the menu icon to configure the options for a card. Swipe away to hide it

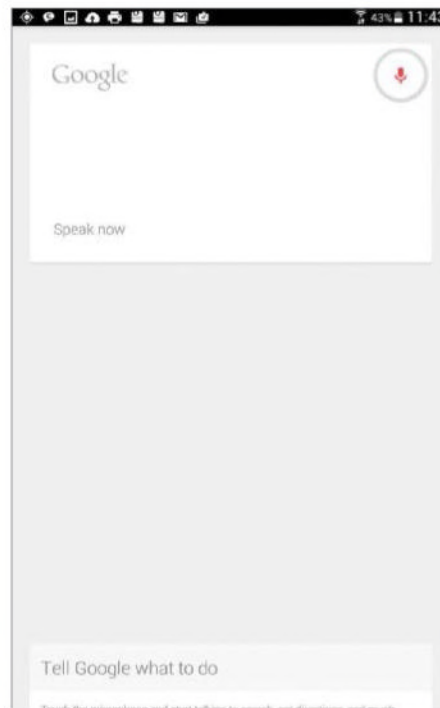
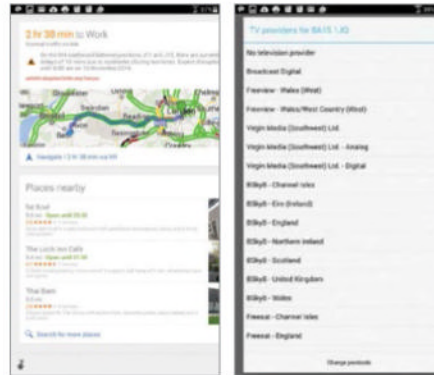
Add reminders

Google Now can remind you of upcoming events at times or locations. Scroll down and tap on the finger-bow icon in the lower-left corner

Add cards and get information

1: Add more cards

As you continue to use Google Now, it will suggest things you might like, such as updates to websites you visit, reminders about bills, weather forecasts and so on. You can tap these and indicate whether you are interested in them or not. If you tap YES, the card will be added. You can also tap the wizard button at the bottom and a list of items you can add is displayed. For example, tap the option to add stocks and shares and enter a company or market to monitor.



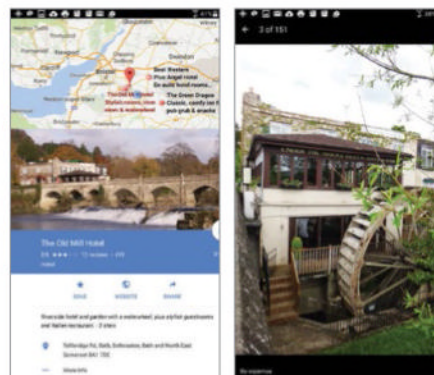
2: Use your voice to search for things

Typing on an on-screen keyboard with large fingers and little feedback isn't easy. You don't need to type your search queries, though, and it is possible to simply speak them into your device. When you want to use the search facility in Google Now, just say "OK, Google" to wake it up. It then pays attention to whatever you say and it searches for what you ask. The results are just like any other Google search, except that Google Now speaks back to you. At the bottom of the search results are buttons to refine the results, such as Maps, Shopping and so on.

"It pays attention to whatever you say and it searches for what you ask"

3: Explore nearby places

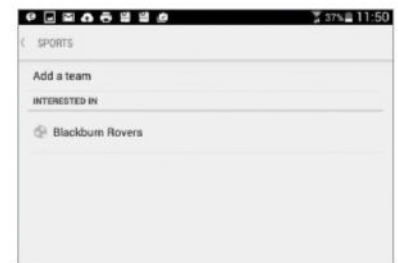
When you are out and travelling, either for pleasure or business, check Google Now wherever you are because it often has information about the area around you. It can come up with some really useful suggestions, such as interesting places to visit, and it might ask if you care about the travel time to it. Tap YES to add a card. It might show photo spots nearby as a collection of thumbnails. Tap them to view larger images of the places you might like to visit.



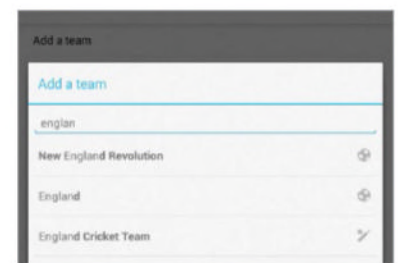
4: Add sports and favourite teams



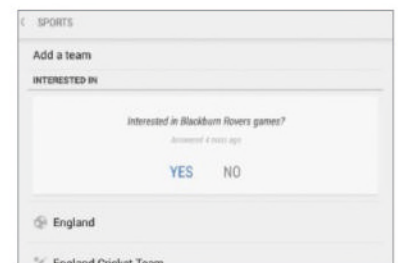
1: Customise Google Now
Tap the wizard wand at the bottom of Google Now and then tap Sports.



2: Add your interests
We have already added one item; let's add another. Tap 'Add a team'.



3: Enter a team
You are prompted to enter a team and suggestions appear as you type.



4: View the results
Whenever applicable games or matches are being played you will be updated.

S Voice

Learn how to control your device using voice commands and save both time and typing

S Voice is a multifunctional app provided by Samsung that lets you ask questions, perform actions and get results, all simply by speaking. It is a brilliant feature of Samsung devices and S Voice springs into action when the Home key is double-tapped. You can ask it questions like 'What is the weather forecast?' and it will show you not only what the weather is like for today, but also for the week ahead. It is really quite clever and the voice recognition is excellent. Unlike some voice recognition systems, no training is needed and it just works straight away.

You can call people without having to search Contacts for their number or manually type it into the number pad. If you want to call Bob, you just need to double-tap Home and say 'Call Bob mobile' and it will look up Bob's mobile number and dial it for you. What could be simpler? It can be configured to answer incoming calls too, which is perfect when you have dirty or wet hands and don't want to touch the screen or buttons.

If you find typing using the on-screen keyboard tedious and slow, you can speak text messages and S Voice will send them for you. You don't even need to touch the screen and this is not only easier, you can speak faster than you can type, so it is quicker too. Memos can be created by starting with 'Memo' and continuing with whatever information or task you need to remember. Again, it saves typing notes, memos and to-do lists using the on-screen keyboard.

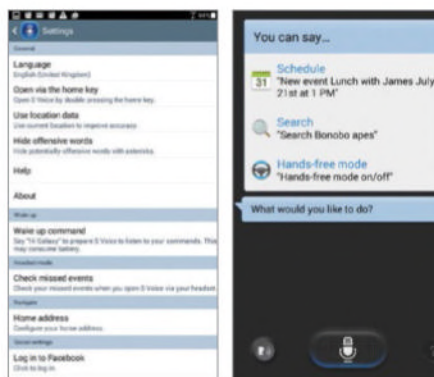
S Voice knows all about times and dates and this enables you to set a timer by saying 'Set timer for 3 minutes' when you are boiling an egg, or 'Set alarm for 7am' when you go to bed at night. Reminders are very easy and you can say things like 'Remind me tomorrow to call Tom'. Appointments can be made by saying something like 'New event: Dentist tomorrow at 3pm'. S Voice will respond with 'Should I add this appointment to your calendar?' Tap Save or just say it and it is done. Try experimenting with various commands to see what it can do; you may be surprised.



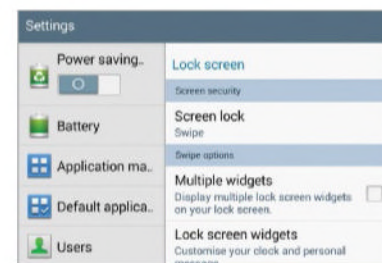
Set up S Voice to recognise commands

1: Wake up S Voice with your voice

There are several ways to start S Voice, so let's set them up. Go to the Apps screen and tap the S Voice icon to start it. Press the menu icon and select Settings. Turn on 'Open via the home key' near the top and also 'Wake up command' further down. Now you can double-tap the Home button to start S Voice. When you want to give it a command, say 'Hi Galaxy' to wake it up, then whatever you want it to do. Repeat this for more commands.

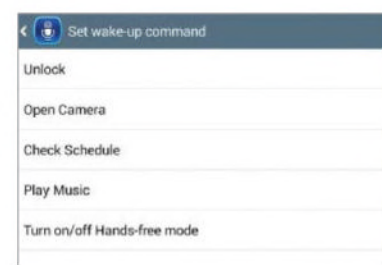


4: Configure lock screen commands



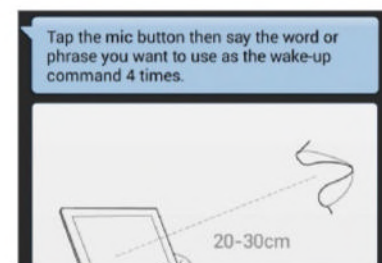
1: Go to Settings

In Settings>My Device>Lock screen, enable 'Wake up in lock screen'.



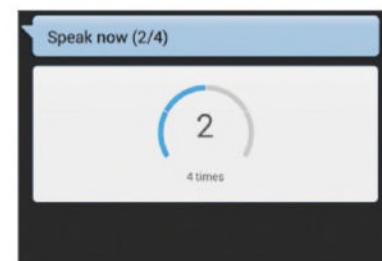
2: Select a function

Tap 'Set wake-up command', 'Wake-up function 1' and choose one of these.



3: Say the command

Tap the microphone and then say the command four times – it counts.



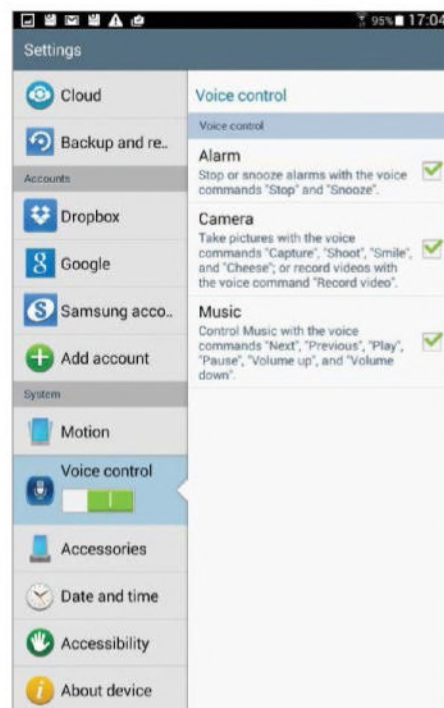
4: Try it

Now you can wake the phone and say the command on the lock screen.

2: Control your device with speech

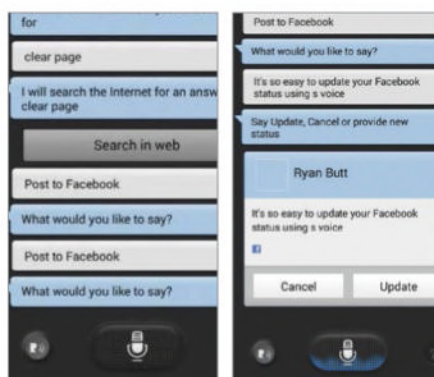
A number of functions can be controlled with your voice and this can be very useful. For example, you can answer phone calls or reject unwanted phone calls by saying 'Answer' or 'Reject'. The speaker turns on automatically if you answer a call and this is great for when you have wet or dirty hands. If you use your phone as an alarm clock, you can shout 'Stop' or 'Snooze' and you don't need to fumble around looking for it when you are half asleep. To set this up, pull down from the top and tap the Settings button. Go to System>Voice Control and turn everything on.

"If you use your phone as an alarm clock, you can shout 'Stop' or 'Snooze'"



3: Update your Facebook status by speaking it

You can effortlessly update your social network status using S Voice. First ensure that you are logged into your Facebook account and then while in S Voice, say something like "Update Facebook status", or "Post to Facebook" and S Voice will ask you what you would like to say. Speak your status update and it will then be displayed in a Facebook window. When you are happy with it, say "Post" and your update will be posted hands-free.





S Translator

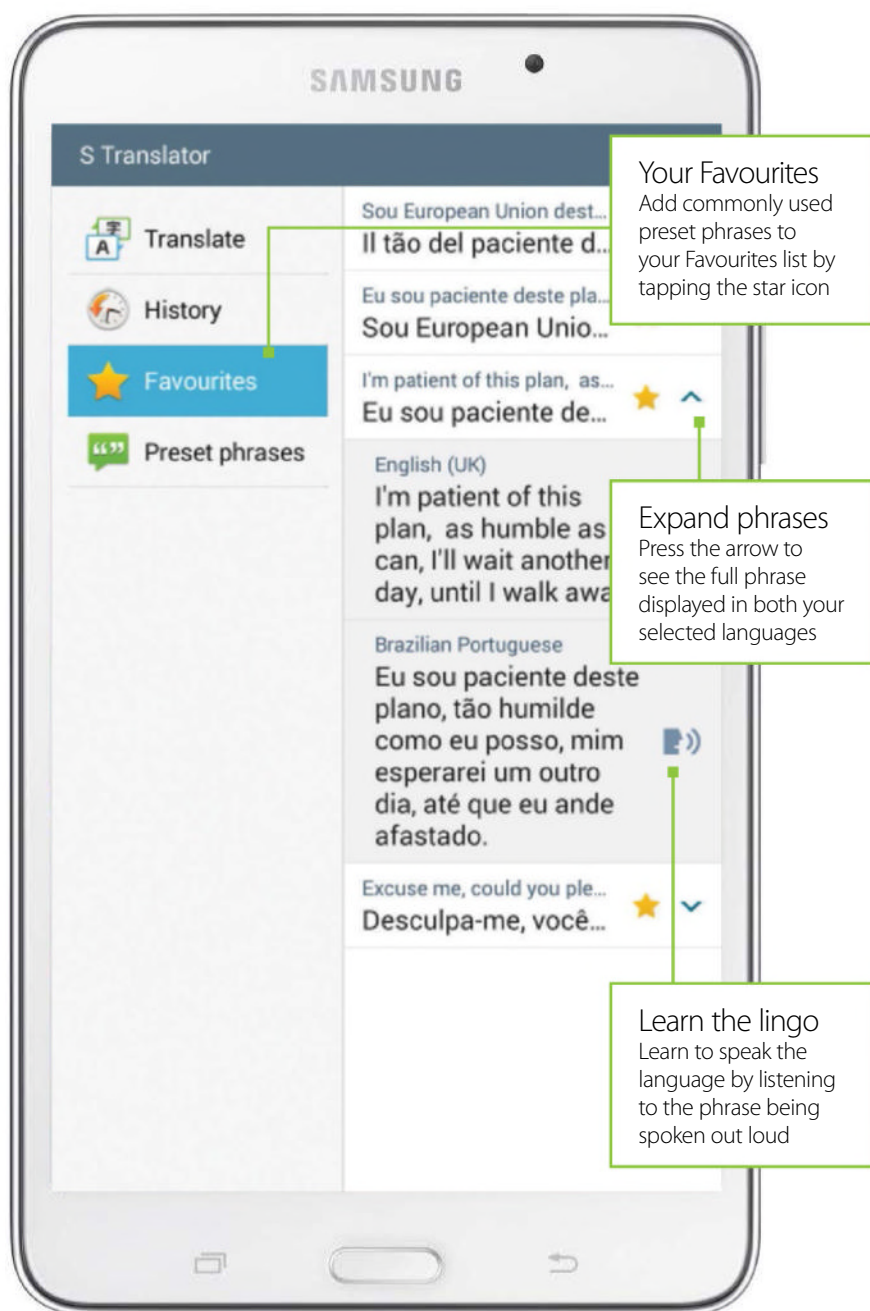
Never be stuck for words when you are travelling abroad. S Translator is all you need

S Translator is an excellent utility for people who travel, have friends that live or work abroad, or who use foreign language websites and services. It is a tool that enables you to translate from one language to another. It is simple to use, but it is also very effective and very useful. You can select any two languages and the obvious pair would be your own language and that of the country you are visiting or person you want to talk to. You can type in a word or phrase into the top half of the screen, tap the Translate button and almost instantly it is displayed in the selected language in the bottom half.

To save you having to type in long phrases using the device's keyboard, you can simply speak the phrase. S Translator has voice recognition built in and this enables it to tell what you are saying, convert it into text and then into the other language. What's more, it can even speak the phrase out loud. Press the Speak button to hear it. As you use S Translator, you will see an option to download high-quality voices and this is useful for making the speech clearer.

Suppose you are talking to someone and cannot understand what they are saying. Just tap the Speak button and get them to say it to the phone. You'll see the translation on the screen and hear it. You can also speak the phrase in English, and the phone translates it and plays it aloud in French, German, Italian or whatever language you want. It is probably the closest thing you'll get to a *Star Trek* universal translator.

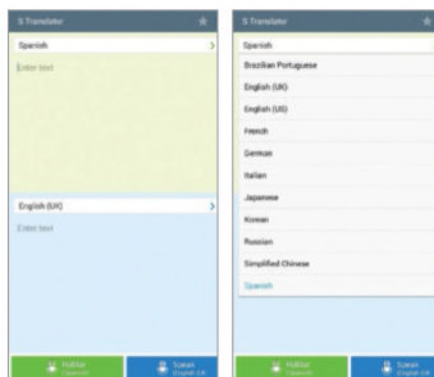
In addition to translating text on the fly, there is a library of preset phrases built in. These are organised into categories like greetings, hotels, directions and so on. You can browse the categories, view the phrases and listen to them being spoken. It is a good idea to create a list of your most used phrases by tapping the star icon to add them to the Favourites list. This makes them easier to access when you are in a hurry. It's handy for your holidays and business trips abroad, so add it to your home screen.



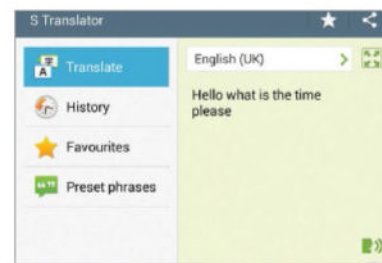
Translate between languages

1: Choose your languages

S Translator works with two languages at a time, showing the same words and phrases in each. The language at the top is the one you are translating from and at the bottom is the language you are translating to. To convert English into French, for instance, tap the language at the top and select English from the ones listed and then set the one below to French. Reverse the order of the languages to convert French to English.



4: Use preset phrases in S Translator



1: Access the menu

Swipe out from the left of the screen and select 'Preset phrases'.



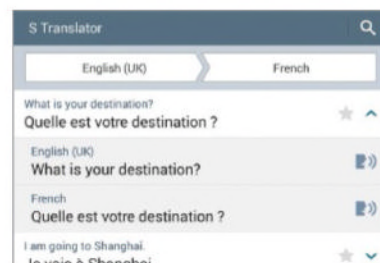
2: Browse the phrases

Phrases are organised by category. Tap it if it's not the right one.



3: Choose a category

A list of phrase categories is displayed. Select the one you want.



4: Translate the phrase

Tap a phrase to see it in both the languages and tap the speak icon.

2: Translate a text word or phrase

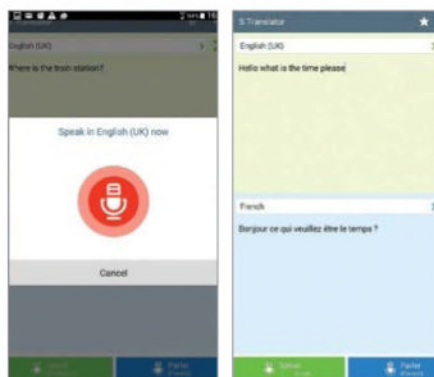
Translating text is straightforward and you begin by tapping in the box at the top, in this case English, and the keyboard appears in the bottom half of the screen. Type in the word or phrase you want to convert and then tap the Translate button – the 'A' halfway down on the right. The translation is displayed in the bottom half of the screen. The speech icon on the right lets you hear the word or phrase in either language and it is useful when you need to speak the phrase. To translate another phrase, just repeat by tapping in the top and using the on-screen keyboard.

"Type in the word or phrase you want to convert and then tap the Translate button"



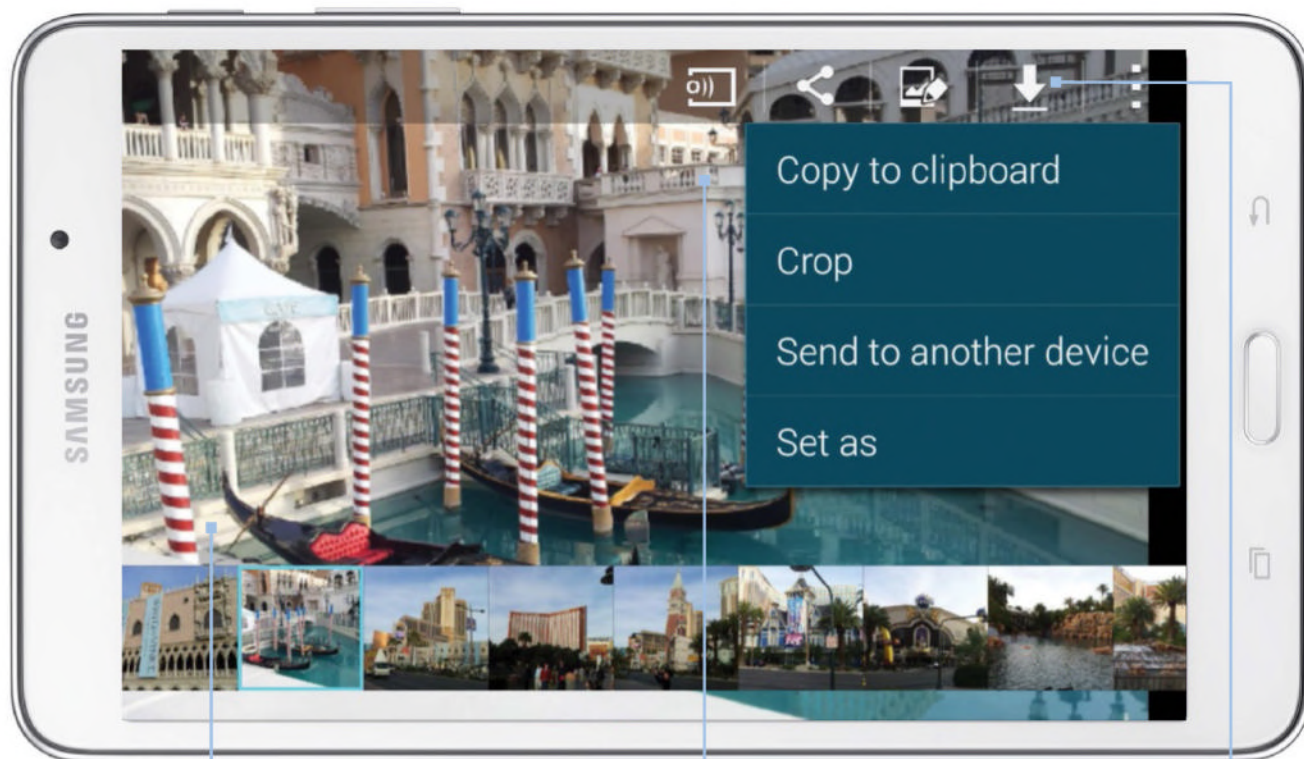
3: Translate with voice recognition

A great feature of S Translator is the voice recognition, which saves you having to type phrases into the device with the on-screen keyboard. There are two languages on the screen and two Speak buttons at the bottom. Tap the button you want to translate from and a notification to speak now appears on the screen. Say a phrase and when you stop, it automatically translates it, shows the text on the screen and speaks it too.



Samsung Link

We take a look at Samsung Link and how to share multimedia content among different devices



Remote slideshow view
When you select a remote device's photos, you can view them in a gallery or slideshow

Mirror the photos
Using the AllShare icon, you can mirror the remote's photos to a larger display

Download the photo
If you like a photo on the remote device, you can download it via the download icon, top-right

Samsung Link (previously known as 'AllShare Play') provides a nifty platform from where you can share multimedia content – plus documents/files, for that matter – between compatible devices.

So for example, once you are logged into your Samsung account and are initially connected to the same network (on all the devices that you want to register/share), if you had a Samsung Galaxy S2 with a video

that you want to play, you can load up the Samsung Link software on your Samsung Galaxy S5, browse to the S2 and then start to stream the content across.

However, the beauty of Samsung Link is that you are not just limited to sharing content between mobile devices, as you can install software on your PC (Fig 1).

In effect, the multimedia streaming works on the same principle as a DLNA server,

which can stream content between itself and the player.

However, as an added bonus, while we mentioned briefly that you need to be on the same network to register a device for the first time, after this has happened you can then access the content of the connected devices remotely, such as when not at home (Fig 2).

Just imagine if you are away on business and you want to keep in contact with your

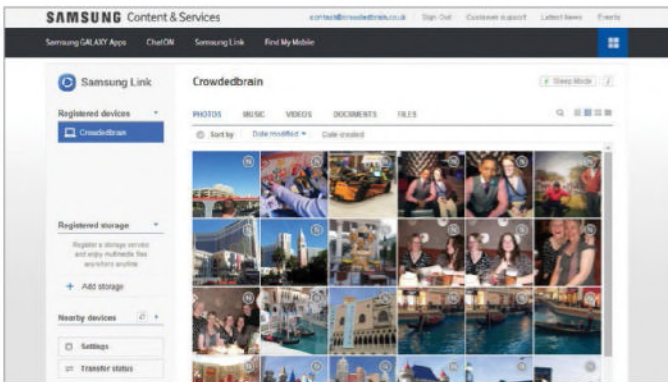


Fig 1: You can install Samsung Link software on your PC

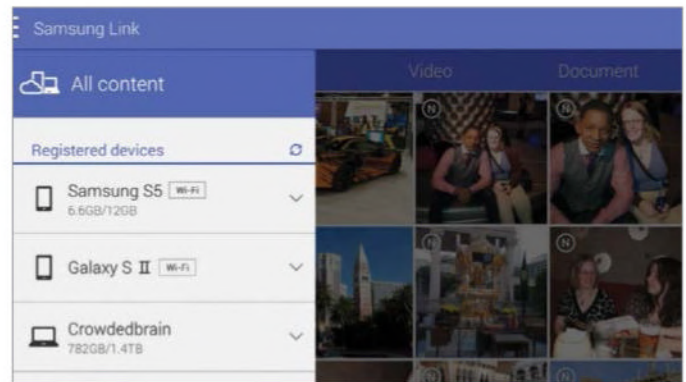


Fig 2: Photos, or videos for that matter, can be transferred to other Samsung Link devices

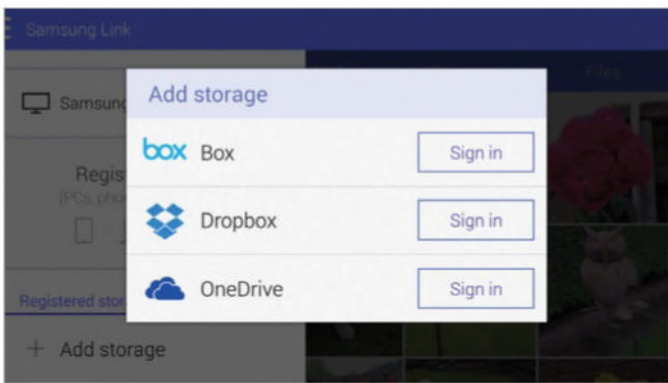


Fig 3: As well as local storage and the storage of your other devices, you can register online storage

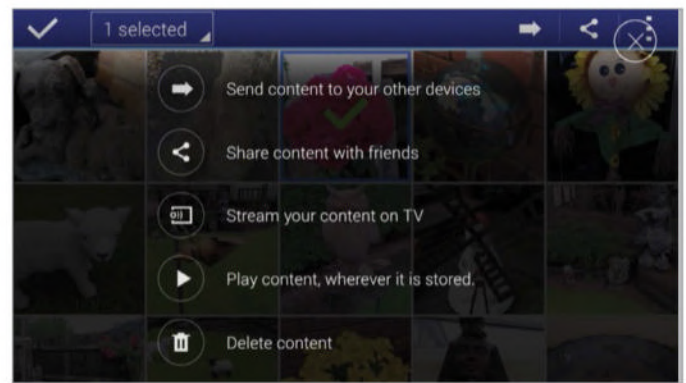


Fig 4: Share content with other devices in your local group

loved ones. They could use their camera to take a photo; this photo is then automatically added to the Link app. You can then view the same shot from your own device from any location as long as you have a respectable internet connection. Note that port forwarding may be required for this to work with firewall-protected routers.

So, if you take photos on your tablet's camera, you can designate a location (PC or cloud storage) to send them to automatically once they are taken. This way if your phone ever gets damaged, your multimedia content is backed up. It also saves time later on, as you don't have to connect your phone to your computer in order to copy the images across.

"With Samsung Link, you are not just limited to sharing content between mobile devices"

Additionally, the software can also be utilised with web storage (Fig 3); this includes the setting up of existing online services such as Box, Dropbox and OneDrive (this is something we cover in more detail later). This way you can store or retrieve various items from the latter services and all of the devices linked to the same Samsung account will have access to the web storage, as it syncs any changes across the board.

Setting up the PC software is also useful as the Samsung Link software can be utilised to perform auto backups of photos and videos (a feature it likes to call 'Auto upload').

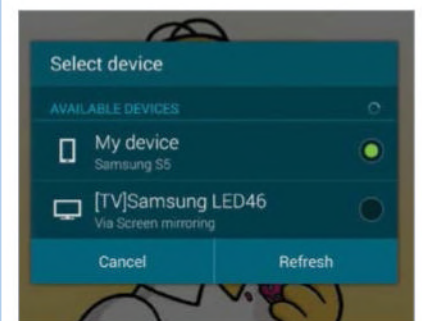
Mind you, Samsung does have another app available from the Store (though it may be included on your device by default) that shares similarities with Samsung Link.

Group Play is the app in question and it's really aimed at the newer Galaxy handsets, such as the Samsung Galaxy Tab S and S5 (note that some features are not supported on certain devices). It's a fantastic app that provides a means of sharing your smartphone's local content – such as videos, photos, music, documents and even games – with other devices that have joined your local group (Fig 4).

Camera/smart TV

Link to other devices

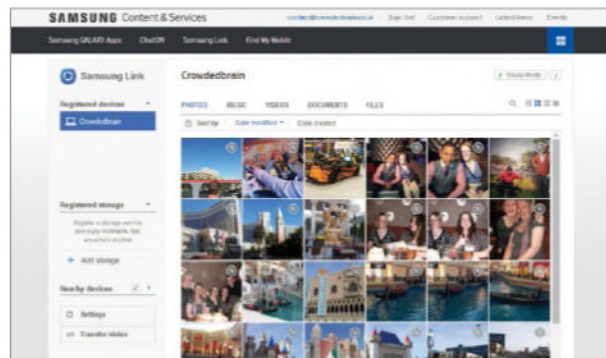
With Samsung Link, you can also use the service with a Samsung Galaxy Camera and a compatible smart TV by logging them in with the same Samsung account. On the Galaxy Camera side, the more traditional camera models – with Wi-Fi – can save photos to online storage or mirror content to DLNA devices such as a television, whereas the Android-based camera models work similarly to their smartphone counterparts.



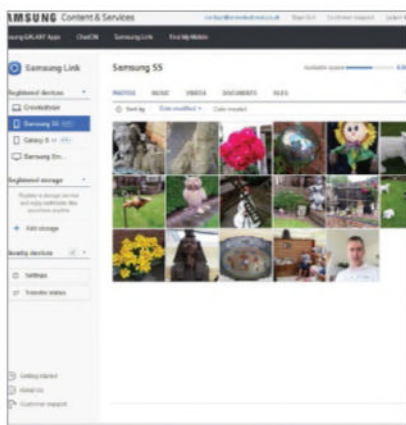
Set up your Samsung Link devices

1: Set up Samsung Link on your computer

The first stage is to open your browser and head to link.samsung.com. From here, log in with your Samsung account and then click on the Start button to download the software and launch the setup wizard. Once the install completes, make a note of the default media path – this is a location on your PC from where you add your shared files. A small icon will then be installed to your taskbar and the main interface will load in the browser, with a series of tabs at the top (photos, music, videos, documents, files) and your registered device(s) on the left-hand side. Once you select your computer or video tab, it's useful to install the 'K-Lite Basic codec' when prompted, as this will help with video streaming. You can now copy/paste content into the default media path location or use your smartphone (we cover this process later). Then when you return to the interface, it will start to populate the tabs and you can start to manipulate the content.

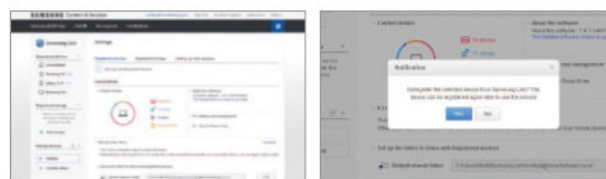


2: Connect your Galaxy device



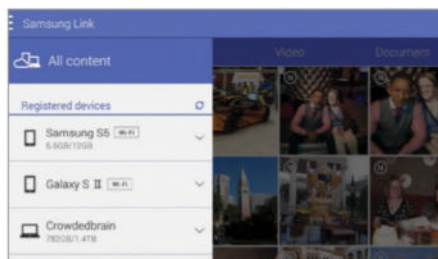
From your Samsung device, launch Samsung Link (or download it from the Samsung Store) and log in with the same Samsung account you used for the PC. Once loaded, you can tap the 'All content' tab to browse the PC. At this point the PC should flag up a warning – select 'Yes' in order for the device to connect. The smartphone and its contents will then be viewable on the PC and vice versa.

3: Delete and de-register

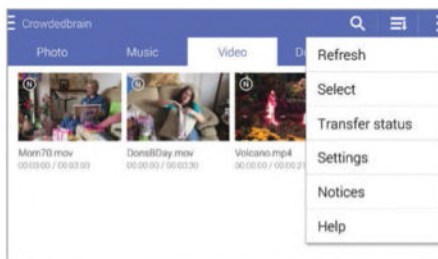


To de-register a Samsung Galaxy device, the easiest way is to head to your PC's Samsung Link interface and look for the left-hand Settings option. From here it will list all of your devices on the right of the page and next to each one is a 'Deregister' icon. Just select this icon next to a device and when prompted, choose 'Yes' to remove it from the list. Now on your Samsung device, you can long-press on the Samsung Link app and drag this to the bin icon to remove the software.

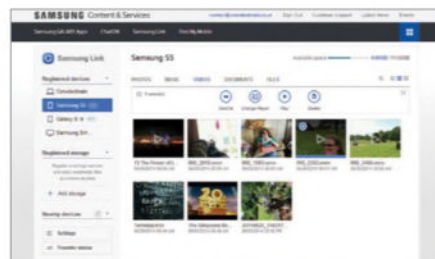
4: Watch a video remotely



1: Select the remote device
Launch the Samsung Link app on your Galaxy, then tap on the top-left corner 'All content' icon and a list of your registered devices will appear. Select a remote device from the list to bring up the available content.

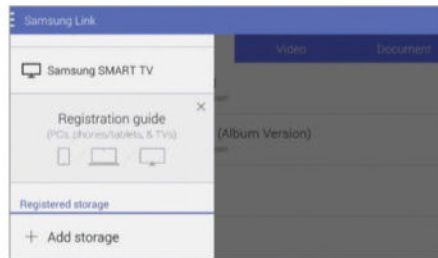


2: Play back the remote video
The next step is to tap on the Video tab at the top to see all the available videos in thumbnail format. Note you can use the menu icon to refresh the list. Now tap the thumbnail to play back the video in your default video app.



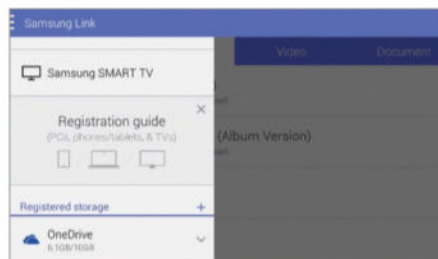
3: Play videos from the PC software
On the PC, you can select the remote device and use the Videos tab on the right to bring up a list of thumbnails. Now hover over one and select the small tick inside the thumbnail to bring up the playback controls.

5: Add cloud storage to Samsung Link



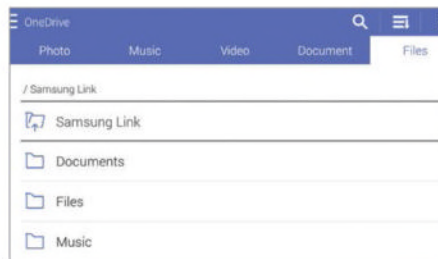
1: Add existing cloud storage

The first step is to launch Samsung Link on your Galaxy and then at the top-left corner of the screen, tap 'All content' or whatever device is previously used and then scroll down to 'Add storage' and select this.



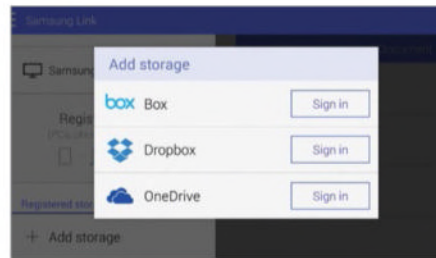
3: Finish off the registration

Now you need to confirm the permissions that are needed for Samsung Link to work with OneDrive. After this has been done, you will be taken back to the app, where you will notice that OneDrive has appeared in the list.



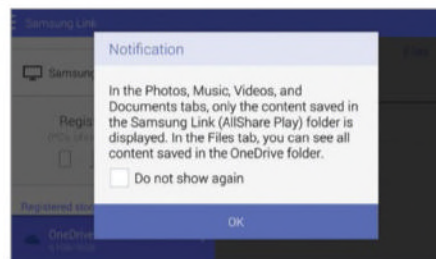
5: Navigate the Files Interface

After tapping the Files tab, you can navigate away from Samsung Link's default folders using the up-arrowed folder icons (which allow you to go up a level). You can then browse to other folders in your cloud storage.



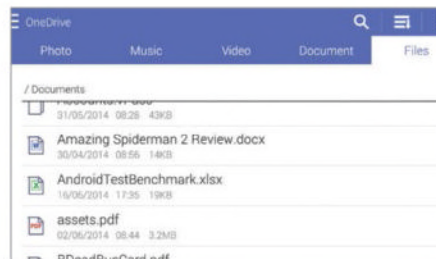
2: Sign into cloud storage

Three choices will be offered: Box, Dropbox and OneDrive. Here we'll pick OneDrive by tapping its 'Sign in' button. A separate login window will now appear, where you need to enter your username and password.



4: Access the cloud content

Now select this and 'OK' the dialog box that appears next. You will then be presented with a range of tabs, but the default tabs (eg Video) will be empty as initially you need to tap on the Files tab to access the OneDrive contents.

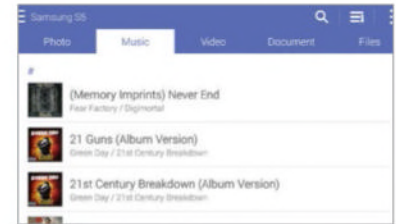


6: Open your cloud contents

When you find content, some files/folders may not be viewable due to incompatible formats, but the majority of standard files (eg Excel docs) can be clicked on and this should open up the file in your phone's default player/app.

"Some files may not be viewable due to incompatible formats, but most will work"

6: Save device files to Samsung Link



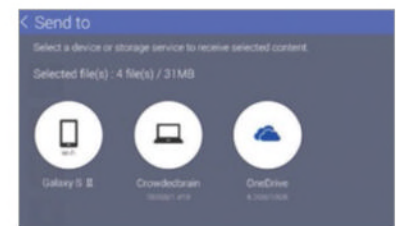
1: Select default location

In the Samsung Link app, use the top-left menu icon to choose a device. Now click on the Music tab, for example.



2: Select content to save

Long-press a thumbnail, then tap each file you want to send. Now tap the forward arrow (next to the play button).



3: Send content to a device

From the resulting screen you can select which link device to send the files to, such as your PC or OneDrive location.

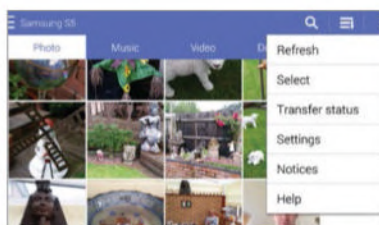


4: Check for transfer errors

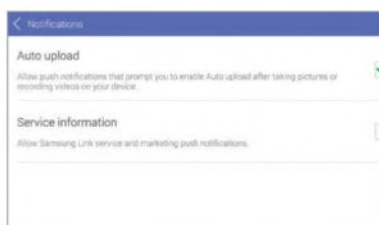
Once the files are sending across, tap the menu icon and choose 'Transfer status' to check for any errors.

Download, back-up and use Group Play

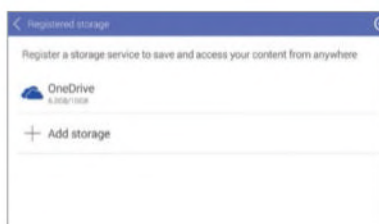
7: Change the Link app's settings



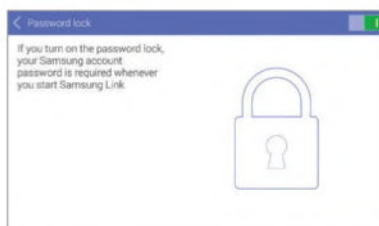
1: Head to the Settings option
Tap the main menu icon at the top right of the screen and choose Settings.



2: Modify default notifications
Tap on Notifications to adjust some of the app's default behaviour.



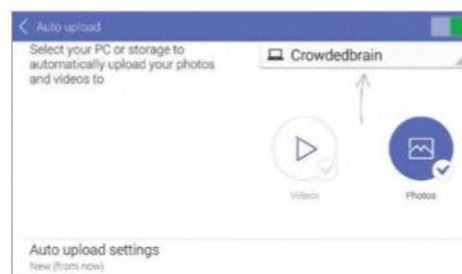
3: Remove registered storage
In the Settings menu, tap 'Registered storage' to manage cloud storage.



4: Add password to Link
For extra security, you can turn on 'Password lock' from the Settings menu.

8: Automatic backups with Auto Upload

Auto Upload is a nifty feature that allows you to automatically back up photos and videos to a folder on your PC/cloud storage. You can turn the option on via the Samsung Link app's Settings menu option and also from here control what gets backed up (eg Photos only). Additionally, you can set it so that only new photos/videos are backed up and toggle whether it can work over a mobile network.

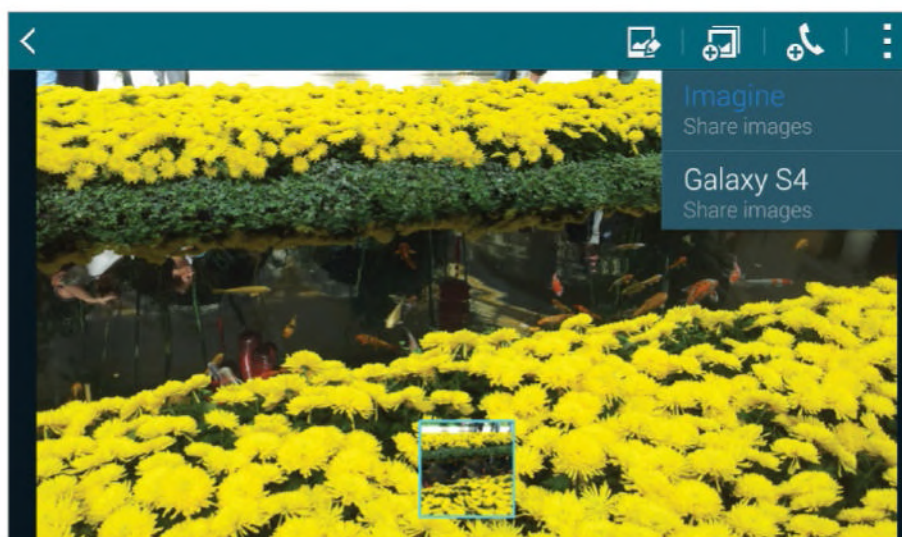


9: Supported and unsupported files



Samsung Link supports a variety of media formats such as BMP, JPG, MOV, MP3 and MP4 – a full list can be found in Samsung's support section. However, it won't work with DRM-protected files. Also, some file types that run on a PC won't necessarily run on a smart TV, such as M4V videos. With the PC and mobile devices, it all depends on the default player, so you may be able to grab an alternative app if certain files fail to run.

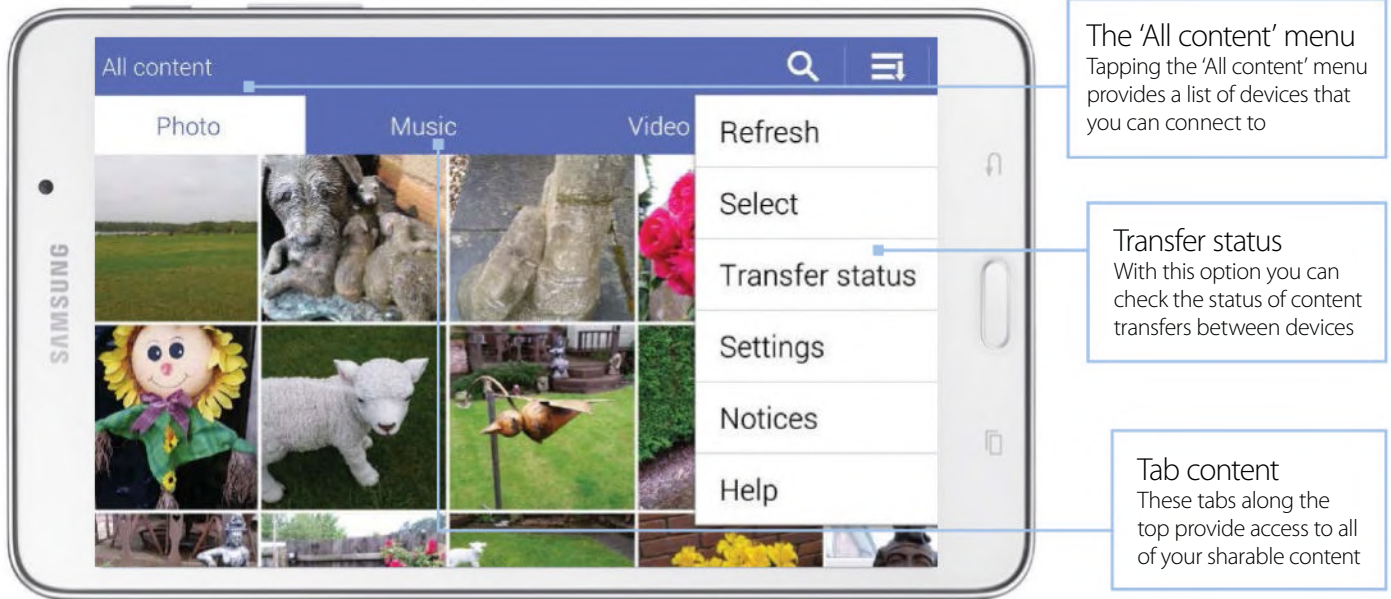
10: Use Link with Group Play



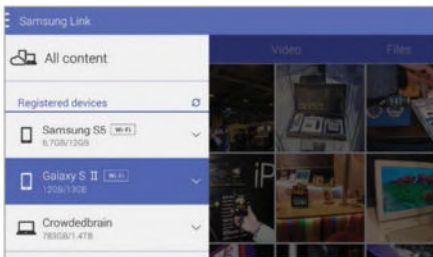
In the app, you can access pre-downloaded photos from, say, the 'All content' menu and then long-press a thumbnail to select which photos to include. The share icon can then be used to push them to Group Play. From the host, you then create a group which others can

join, and select 'Share images'. The beauty here is that all parties can control the pics and even draw on the screen or add more photos via the top icons. However, as a host you can use the main menu to save a photo or set the session to private (your swipes don't mirror).

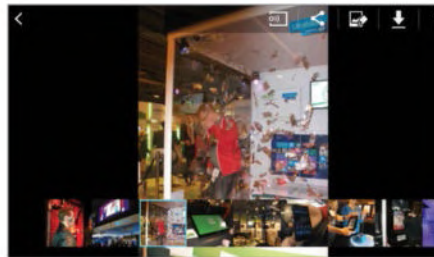
11: Samsung Link interface



12: Download and share media



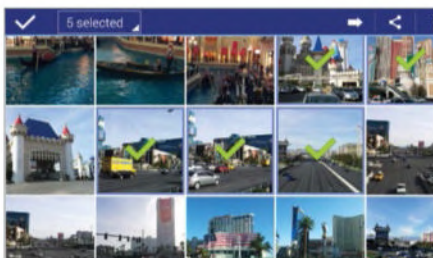
1: Choose device to download from
To start with, first launch the Samsung Link app and from the main interface, tap on the top-left corner icon and select from the list which device you want to download from.



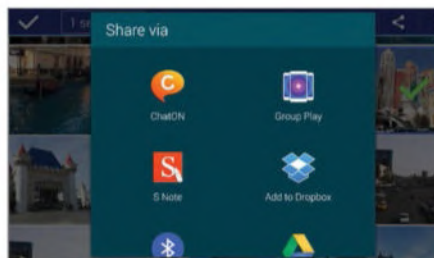
2: Use Gallery slider to pick photos
Once you have accessed the remote device, select the Photos tab and then tap on one of the thumbnails. This will allow you to browse through the photos you want to download.



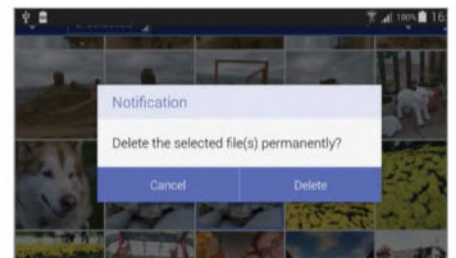
3: Download photo to your device
Once you have found the photo you want, tap the screen and select the download arrow to begin the transfer. The top bar will inform you when the transfer completes.



4: Download multiple photos
Use the Back button to return to the Photos tab. Long-press a thumbnail and tap on each image you want to download. Use the top forward arrow to send them to your device.



5: Send content via the Share icon
Long-press on a thumbnail and from the top menu, tap the Share icon. Once the file has downloaded/processed, you can select an alternative app to send the photo with.



6: Delete files on the remote device
To delete a file instead of downloading/sharing it, you first need to long-press on a thumbnail. Next, tap the menu icon and choose Delete. Note that this is permanent!



Remote PC

Use this application on your tablet device to connect to a desktop computer



Mouse control mode
When connected, mouse control is simulated using your on-screen touches

On screen keyboard
To input text on the remote computer, you can use the Android keyboard

Remote file transfer
Remote Explorer is a file manager for transferring content between devices

Remote PC is provided by Samsung for their TabPRO range, allowing you to connect your tablet to one or more desktop computers (an additional charge, levied by service providers Rview may be payable for adding multiple machines).

Particularly valuable on 10" and 12" tablets, the app supports connection via both Wi-Fi and 3G/LTE networks, with performance dependent on the speed of your connection. You can connect to it any time you are away from your computer – provided it's turned on.

Remote PC applies SSL (Secure Socket Layer) communication between devices to encrypt the communication data with 256-bit AES (Advanced Encryption Standard) encryption. The system access IP or IP address ranges can be configured from the desktop agent, helping limit access from only approved networks if required.

Remote PC supports both Windows machines running Windows 2000 or above and Apple Macs running OS X 10.6 or above. Registered computers are automatically saved

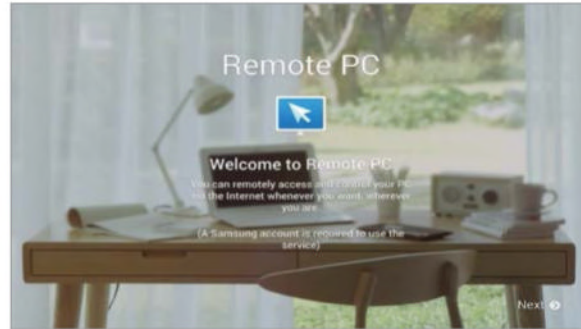
and synchronised via your Samsung account. Unusually for an application of this type, Remote PC also supports multiple monitors on the host PC, with a dedicated button for switching between them – particularly useful for power users.

Advanced settings are offered for configuring video compression, screen resolution, screen lock and more. You can also send the CTRL-ALT-DELETE combination – particularly important on older Windows Operating Systems.

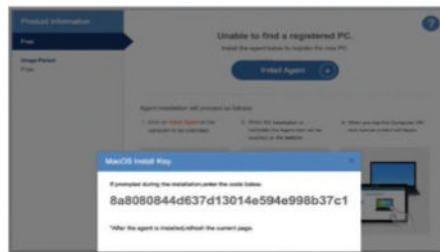
Get connected to your computer

1: Log in on your tablet

The first step toward using Remote PC is to log in to the application on your tablet. If the application isn't installed on your device, it can be manually added using the Samsung Apps or Galaxy App store. On launching the app, you will be prompted to log in using your Samsung account, which you will need to create if you don't have one already.



2: Install the agent on your PC

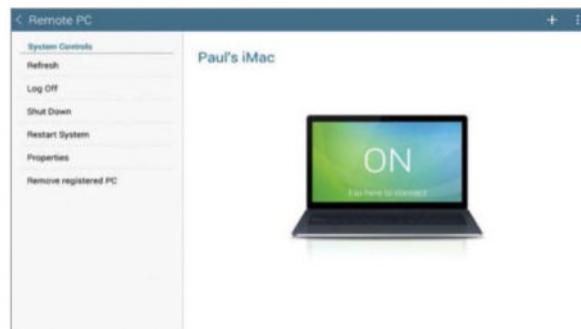


After launching the app on your tablet, you can then install and configure the agent on your computer. The process of launching it on a device confirms that you are eligible for access, therefore this must be completed first. The agent can be downloaded from remotepc.rview.com, where you will need to log in with your Samsung account details again. After logging in, an 'Install Agent' button will be displayed on the screen, which downloads an EXE installer on Windows and a PKG installer on Mac.

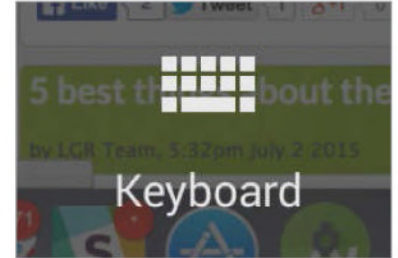
"Remote PC also supports multiple monitors on the host PC, with a dedicated button for switching between them"

3: Access a computer from your tablet

Now that you have both parts of the application installed, you should be able to access your computer both on the same network and on remote networks. Click the Remote PC app on your tablet, log in if required and select the computer you want to control. You may need to change power saving settings on your computer to allow access.

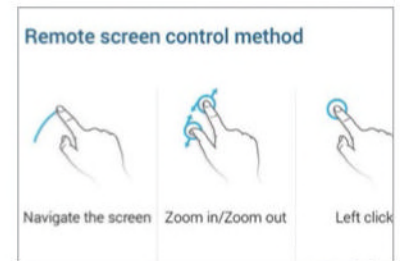


4: Use the remote control features



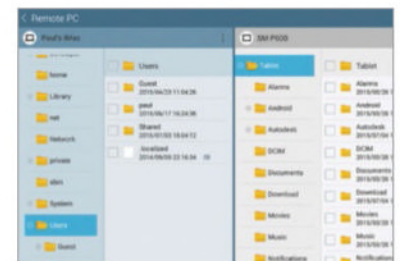
1: Use the tools bar

Tap and hold on the screen to display mouse, keyboard and settings options.



2: Navigate, click and zoom

Learn to pan, click, zoom and drag using on-screen controls.



3: Transfer files

'Remote Explorer' is a two-pane view for transferring files between devices.

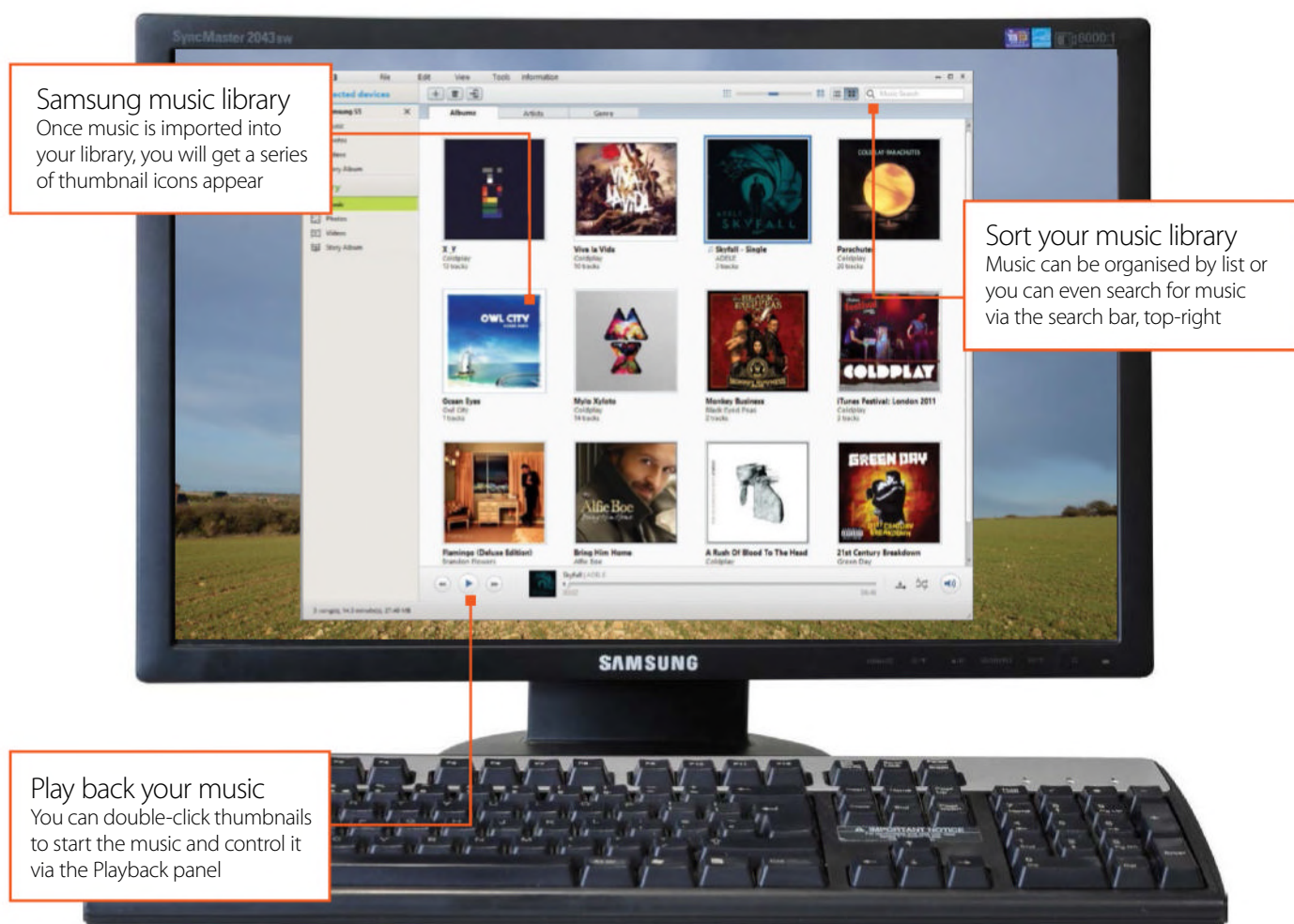


4: Configure the connection

Improve user experience by changing compression and screen resolution.

Samsung Kies 3

We look at the desktop software used for syncing your mobile device data and installing firmware



Samsung Kies is a desktop companion to your Samsung Galaxy tablet or smartphone that lets you manage and transfer files. Kies comes in two flavours: version 3 which is the latest incarnation that is designed for Android OS version 4.3 or later (such as the Samsung Galaxy S5) and version 2.6 which is designed for older devices (such as the Samsung Galaxy S2). Unfortunately, even if you wanted to try an older device in Kies

3, a message will politely pop up telling you to install the older version. As a result, for this feature we will be focusing purely on those devices capable of running Kies version 3.

Kies is a software companion to your Galaxy and by that we mean it provides a platform where you can import multimedia (Fig 1) (photos, music, videos and so on) from your PC or Mac to your Galaxy and vice versa – you can export content from Galaxy to PC.

The software also provides synchronisation support (Fig 2) for Outlook, so by connecting your device via USB (for some reason Samsung removed the wireless option in the newer 4.3 ROMs so you are stuck with the cable), you can connect to the latter to keep the contacts, to-do tasks and calendar entries updated between the two platforms. Therefore, any changes made on one can be synced to the other and vice versa.

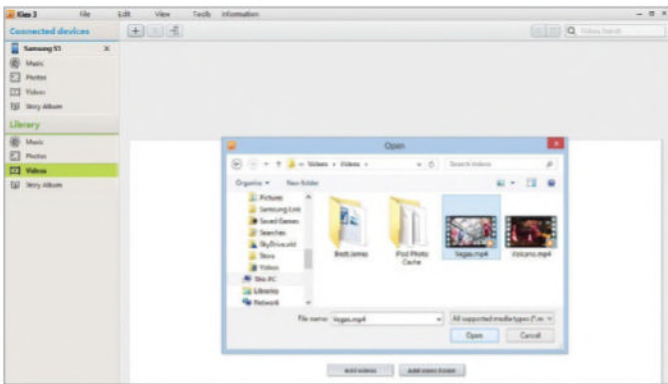


Fig 1: You can import multimedia from your PC to your Galaxy

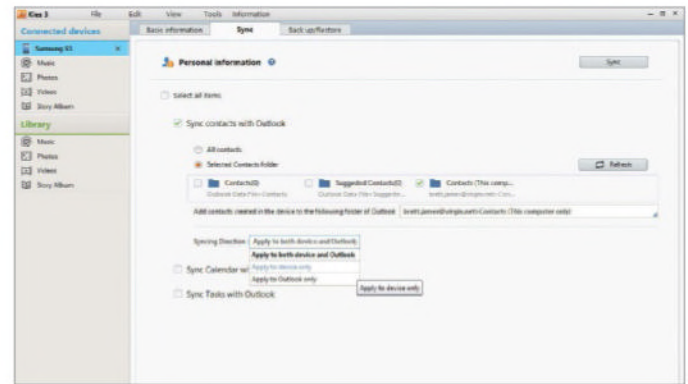


Fig 2: Samsung Kies also provides synchronisation support

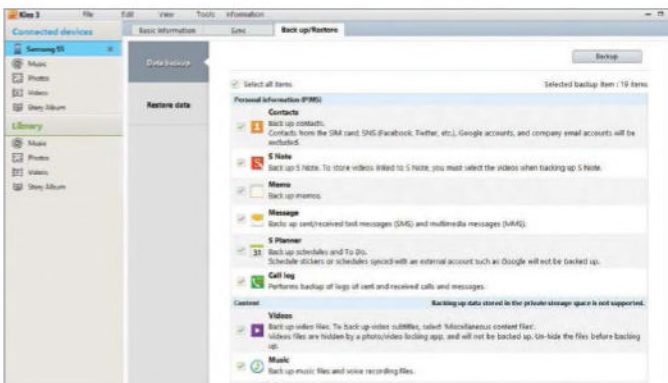


Fig 3: Samsung Kies can be used to back up/restore your device

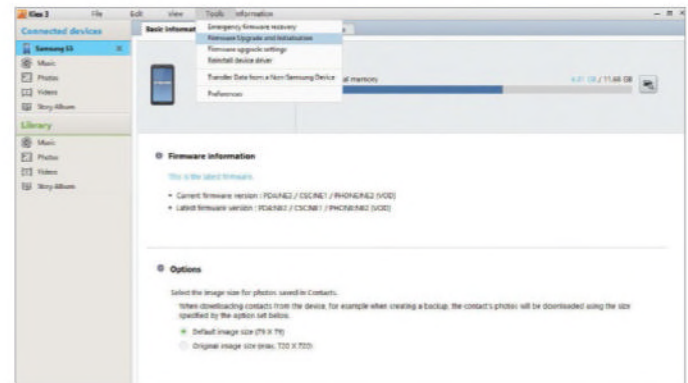


Fig 4: You can also use Samsung Kies to upgrade the firmware

Again, this process is covered in more depth later on, but we need to point out that in order to sync contacts you can only do so from those locally installed on the device and not from, say, your Google contacts. Additionally, the version of Outlook supported does not – at the time of writing – work with Office 365.

However, we do look at how to transfer content (including contacts) from a different

things. When used in conjunction with the backup process, you have a safer way of adding the latest firmware to your device and ensuring it is up to date.

For example, if the latter goes wrong during the update process and wipes key data off the device, at least you have a method of restoring it. Granted, on most Samsung Galaxy devices you can quickly update the firmware

“Kies can be used to back up your entire device or individual components”

make of phone entirely, courtesy of the Samsung Smart Switch software.

Speaking of transfer, the Kies software can also be used to back up your entire device or individual components (Fig 3); for example, you can select to back up just your photos and videos if you so wish or, alternatively, system-specific functions such as Wi-Fi settings. Once it's backed up, in the event of your device getting stolen or damaged, you can restore the contents back to the replacement device.

Another key feature of the Samsung Kies software is the firmware upgrade side of

over a wireless connection using the update procedure via Settings>About. However, the Kies software sometimes gets the firmware before the OTA (over-the-air) version, so it's well worth checking out (Fig 4).

A prime example of this was on the older Galaxy S2. When the phone was stating there was no upgrade, the Kies software did, so it's useful in this regard.

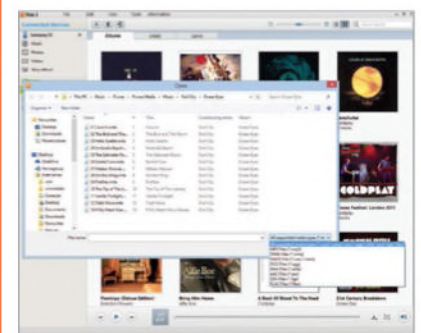
Over the next few pages we will take a look at the majority of featured that Samsung Kies 3 supports and you may be surprised at how useful it could be.

Supported files

Compatible file types

With Samsung Kies you can import a variety of media content into your PC or Mac library and then transfer them across to your Galaxy device.

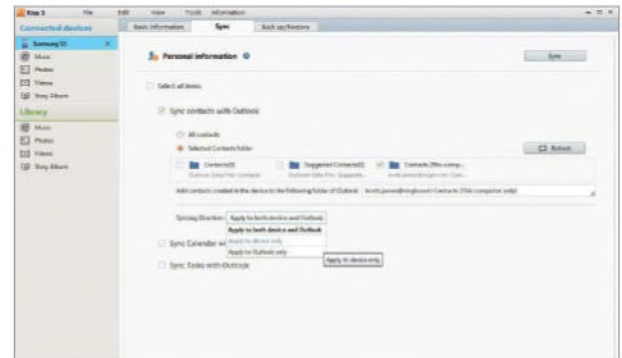
Most of standard files are supported by Kies and it will showcase what these are in a drop-down box when you import. AVI, DIVX, MP4, MOV, MKV video files; MP3, WAV, M4A music files; and JPG, BMP and TIFF photo formats are all supported.



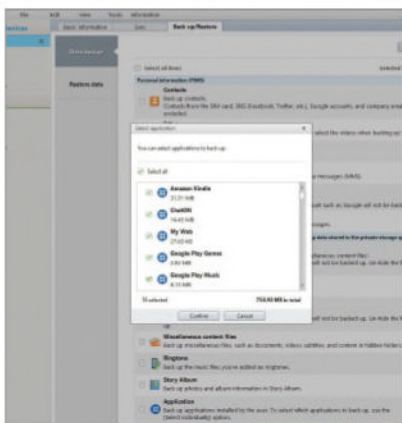
Sync and the backup/restore process

1: Sync your device's contacts with Kies

As we mentioned in the introduction, with Kies 3 you can currently only sync Outlook contacts and those contacts stored locally on your Galaxy device. After launching Kies, plug in your Galaxy and select the device in the list and then, on the right, choose the Sync tab. You can then select if you want to sync just contacts, to-do (tasks) and calendar entries or sync them all. For now we will sync just the contacts. At this stage it should start to communicate with Outlook and your default datafile (folder) will pop up underneath with an array of options. From here you can stick with the default 'All' option which will sync across to all datafiles or you can pick which datafile you want to sync to. Finally, you need to pick the Sync direction (via the drop-down tab), which tells the software whether to make the process one-way or both ways; ie sync contacts to both your computer and smartphone. Once this is done, select Sync to start the process.

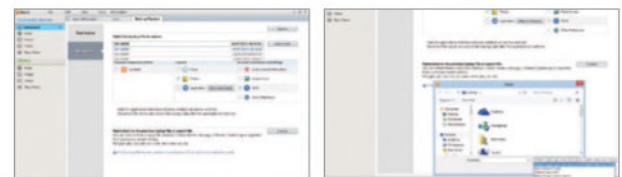


2: Back up your device



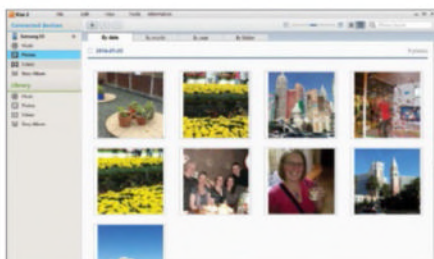
With your device attached, run Kies and select the 'Back up/Restore' option on the right. A list of what you can back up will appear below. You can choose 'Select all items' to back up everything or you can select individual components, including your apps. For this part, choose 'Select individually' to pick the ones you want and then click Confirm. Once you are ready to back up, just select Backup at the top.

3: Recover a device

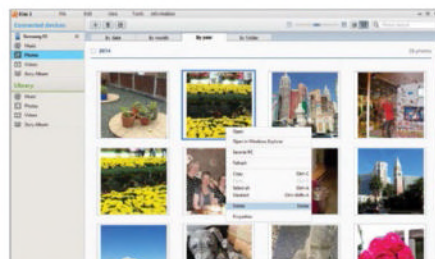


When your device is plugged in, select 'Back up/Restore' and then choose the large icon, 'Restore data'. From here you can select from the drop-down list which backup file you want to restore from. Once this is selected, you can then pick what contents you want to restore back to your phone; eg your photos/Wi-Fi settings. Alternatively, you can use the 'Find file' option at the base to restore from a previous version of Kies. Once you are ready, select the Restore option to finish.

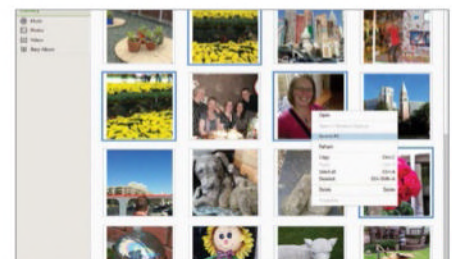
4: View photos from your device



1: Access your Galaxy's Photos
Plug your Samsung Galaxy device into your computer via the USB cable and then launch Kies. At the top-left corner below your device, select the Photos option. This will then display the device's pictures in thumbnail format.

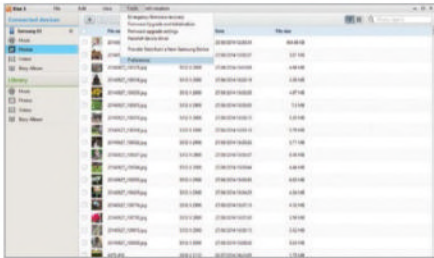


2: Manipulate your Galaxy photos
It may take a while for the thumbnails to generate, but once they are complete you can sort the pictures via the top tabs, or right-click a thumbnail and from the resulting menu choose the Delete option to remove it.

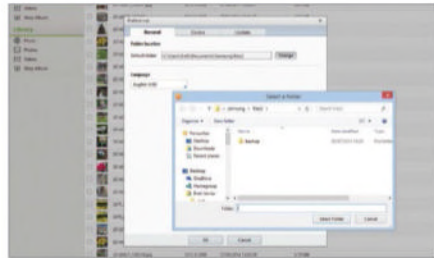


3: Save device photos to your PC
Select a thumbnail or hold down the Ctrl key to select multiple thumbnails at once and then right-click the file and choose the option 'Save to PC'. Now you can save the file(s) to a location on your computer.

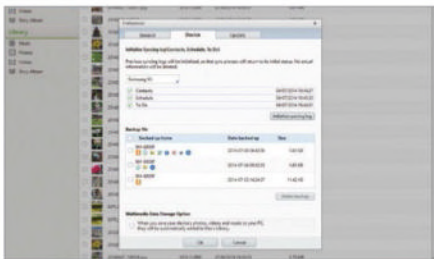
5: Explore the preferences



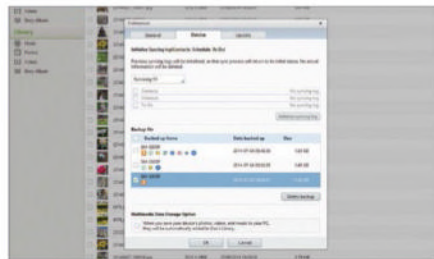
1: Access the Preferences option
With your Samsung Galaxy device connected to Kies, you will be able to access the Preferences option. To do this, select the Tools menu at the top of the screen and then from the resulting list, select Preferences.



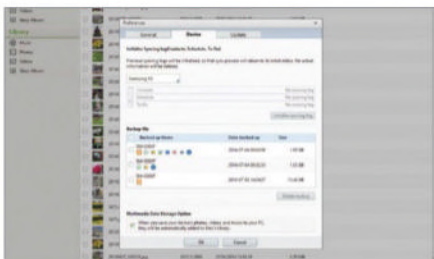
2: Change the default folder
From the General tab, you can change the software's default location. This is also where backups are stored. Select the Change option and then browse your computer and use the Select Folder option to confirm the change.



3: Initialise your contacts sync log
Within the Preferences, select the Device tab at the top of the screen. From here you can select Contacts or Schedule/To-do field boxes and then choose 'Initialise syncing log' to reset this back to its original state.



4: Manage your Galaxy's backups
Within the same window, you can also see any backups that you have previously run. By selecting a backup, you will then have the option to erase this via the Delete option. This would be useful for managing the backups.



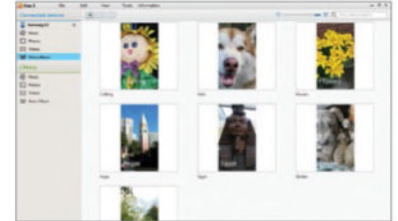
5: Multimedia Data Storage Option
Directly below the backup section, you can tick the 'Multimedia Data Storage Option'. This way, any content you save onto your PC from your device (photos, music etc) will automatically be added to your library.



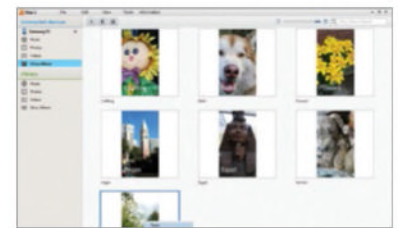
6: Check for Samsung Kies updates
Finally, select the Update tab and this next screen will allow you to select the 'Check for updates' option to see if there are any updates for Samsung Kies. You can also toggle the Notify option to be alerted about updates.

"From the General tab, you can change the software's default location"

6: View your Story Albums through Kies



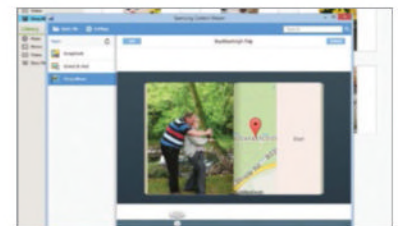
1: Access your Galaxy's album
After launching Kies and connecting your device, select the Story Album option at the top-left part of the screen.



2: Open album on PC
When albums from your device appear in the interface, select a thumbnail, right-click the file and choose Open.



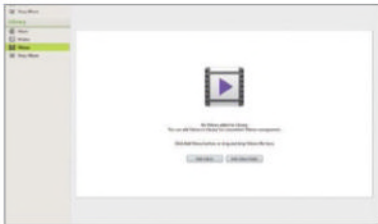
3: Instal the Album Viewer
Once you select Open, it will ask you to install a Samsung Viewer; when prompted, select Confirm.



4: Launch Album Viewer
Once installed, right-click the thumbnail again and choose Open to launch the software and view the album.

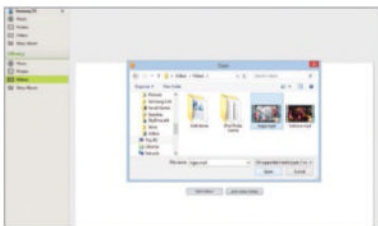
Import media and handle firmware

7: Import media to the Kies library



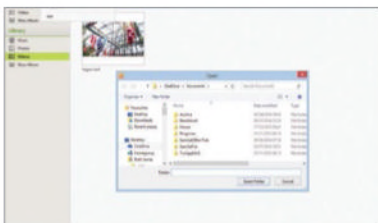
1: Import media

From your Kies Library, select Videos and then choose 'Add videos'.



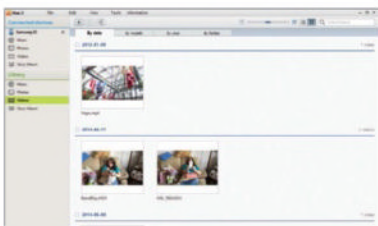
2: Browse to video and import

Now browse to the video on your computer and double-click the file.



3: Add a folder of videos

Now select the top File menu and then choose 'Add folder to Library'.

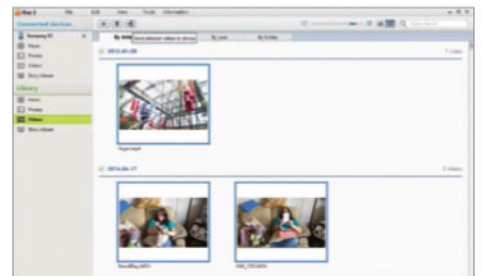


4: Finish the import process

Next, browse to the folder with videos and choose Select Folder to import.

8: Transfer media to your Samsung Galaxy

There are a few ways to transfer content from the PC to your device. The easiest is to select your local library (eg Videos), then use the Ctrl key to select multiple items. At the top of the interface you will now see a small icon to the right of the bin icon. If you select this, the selected contents will be transferred to your device. Alternatively, you can select your device library and choose the '+' icon to browse your PC and add files this way.

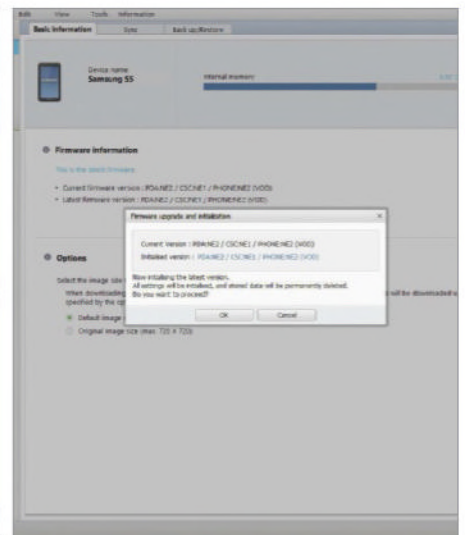
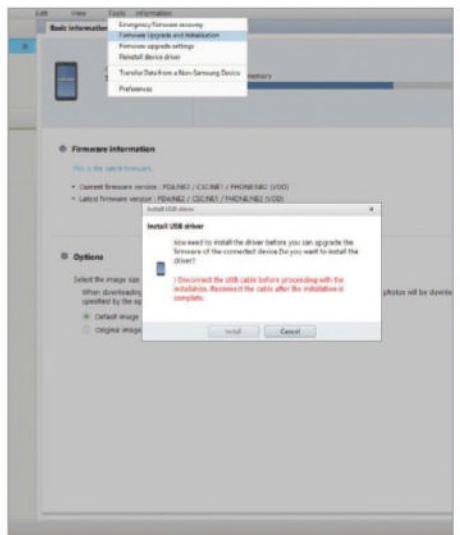


9: Deal with problems connecting to Kies



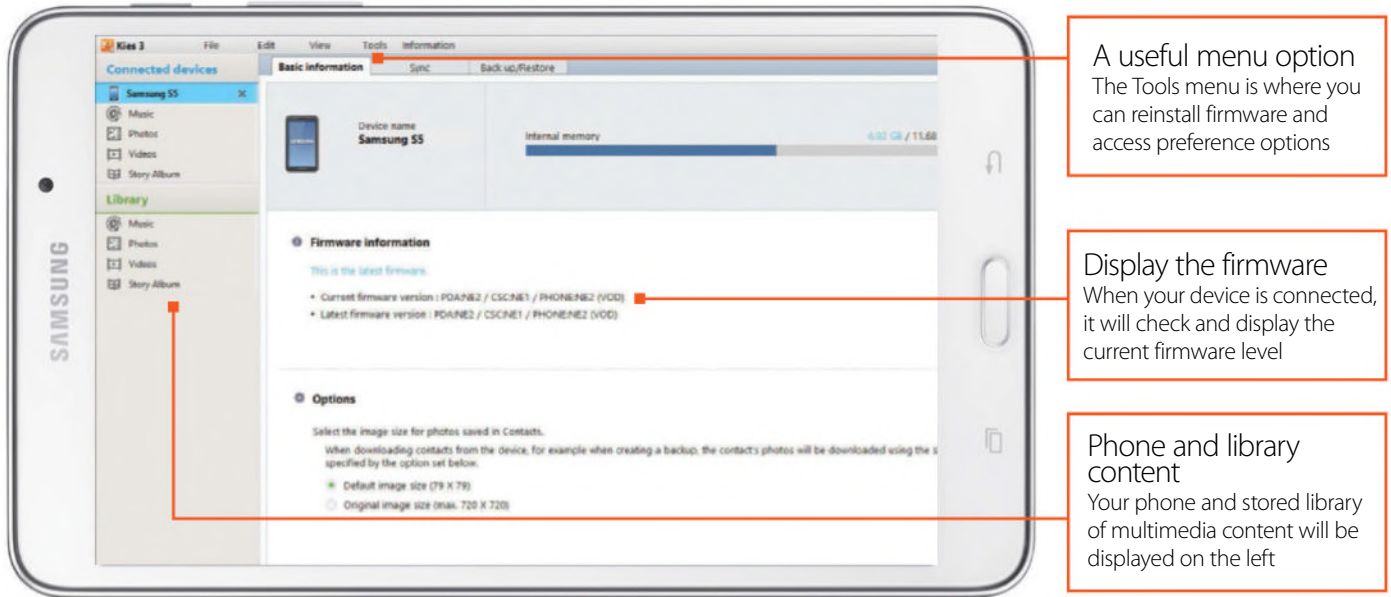
Most of the time, Kies will run smoothly and your device will connect without a problem. However, when an issue does occur and you can't connect, there are a few options to try. The first is to disconnect your phone and try plugging it into a different USB port. Alternatively, head to the Tools menu and choose the option 'Reinstall device driver'; this will replace the potentially damaged USB driver and install it from scratch.

10: Reinstall the firmware

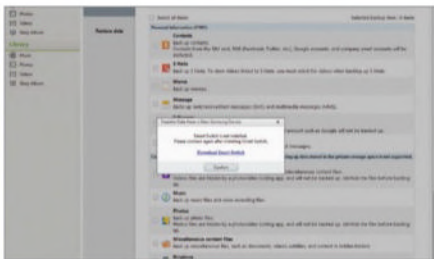


With Kies you can reinstall the latest firmware back on to your device to resolve any unwanted side effects with your current device. First, make sure you have backed up your files using our previous guide. Then head to the Tools menu and select 'Firmware upgrade and initialisation'. At this stage it will ask you to install a driver, but first you need to remove your USB cable before selecting Install. Once installation is complete, plug in your device and after the driver reinstalls, go back to the earlier firmware option and select it to reinstall the stock firmware.

11: The Samsung Kies interface



12: Transfer data from a non-Samsung device



1: Select transfer menu option
Connect your Samsung device to the Kies software and once the interface has initialised, select the Tools menu and then choose 'Transfer Data from a Non-Samsung Device'.



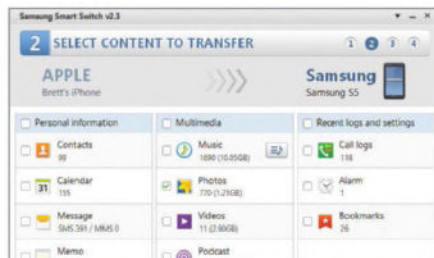
2: Download Smart Switch software
At this point a small dialog will appear stating that the software has not been installed. From the latter, choose Download Smart Switch and this will take you to a webpage.



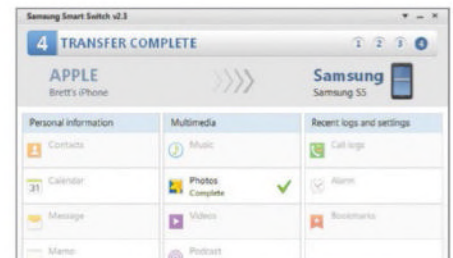
3: Instal Samsung Smart Switch
Now under 'Steps for a New Galaxy User', select your operating system (in this case Windows) and run the downloaded file. When prompted, close Kies and then click Confirm.



4: Select non-Samsung device
Now restart Kies and repeat step 1. Once this is done, select Yes to close Kies again and launch the Switch software. Next, use the drop-down box to select your other device, eg iPhone.



5: Select the content to transfer
When you select Next, the software will pull the data from the backup file in iTunes. From the next screen, you can then select what you want to transfer to the Samsung, eg photos.



6: Start the file transfer process
After selecting your content, choose Start Transfer. It will now show a progress bar and once finished, you should get a tick next to the content. Select Exit to close Switch.

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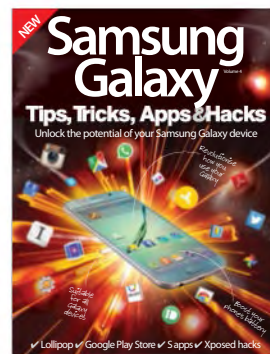


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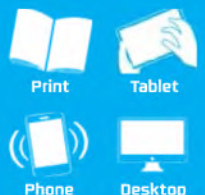
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